Government of Pakistan
PAKISTAN ORDNANCE FACTORIES
TENDER ENQUIRY

To

_____
_____
_____

Dear Sirs,

Reference: **TENDER ENQUIRY NO.0124-LP-CMC-48-PD, DATED 05-10-2017**

You are requested to submit quotations for the item(s) noted in the Schedule to the Tender. Offer should be sent duly sealed in an envelope.
Please note the following instructions for filling the tender: -

1. SUBMISSION OF TENDER

1.1) Tenders will be opened at 1230 Hours on 07-11-2017 and must reach this office on or before 1200 hours upto the date of opening of Tenders. The tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring a letter of authority from you.

1.2) Only one tender should be included in one envelope. The outside of the envelope should be inscribed with: -

Tender Enquiry No: 0124-LP-CMC-48-PD, DT. 05-10-2017
Tender to be opened on: 07-11-2017.
Address as follows:

DY.DIRECTOR SCM – II
POF WAH CANTT.

1.3) If envelope do not indicate reference of T.E or received late the same may be returned un-opened.

2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS

2.1) For materials, the prices should be filled in column 5 and delivery date in column 6 of the schedule to this Tender Enquiry. The undertaking should be signed at the bottom of the Schedule, which shall form the Quotation. You may use a separate sheet if necessary.

2.2) For Plant and Machinery, you are required to quote in two parts:-
Part I "Technical Offer": It should exclusively give technical details and literatures/brochures of the offered plant, machinery and equipment, validity date, delivery schedule, and signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc.

N.A.

Contd...P/2

Part II "Commercial Offer": It should indicate the commercial terms e.g. price, terms of payment, mode of payment, mode of supply.

Each part should be placed in a separate sealed cover. The envelopes should be inscribed with Part I "Technical Quotation without Price" and Part II "Commercial Quotation with Price".

2.3) The Quotation must remain valid for, at least 90 days from the date of opening of tenders.

2.4) The Quotation should hold good for any reduced or enhanced quantities without notice.

2.5) In the event of non-acceptance of offer, no intimation will be given to the Tenderers.

2.6) Conditional Offer or alternative offers are likely to be ignored.

2.7) Quotations should be based on: -

Free Delivery at POF's stores at Central Stores POFs WAH CANTT.

In this case Octopi duty will be payable by the supplier.

2.8) Taxes and Duties etc. where applicable, must be shown separately, quoting reference to Registration No. in cases of Sales Tax and relevant authority in the case of others. Offers without clarifications and inclusive of Taxes and Duties may be ignored.

2.9) Taxes and duties levied on or after Tender opening date or on or after the date offer was signed and dispatched will be allowed to include in the offered rates.

2.10) "Suppliers will furnish a certificate, issued by Excise & Taxation deptt: that he has cleared all Professional Tax payable by him" offers received without this certificate will be rejected.

2.11) If the requisite information is not furnished on the T.E. forms or offer received in not conformity with the requirement of T.E. such offer shall be ignored.

2.12) Supplier will render necessary information regarding hazardous effects on environment of the material/products supplied by them, in their quotations and shipping/dispatch documents.

3. INSPECTION

3.1) Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the suppliers in accordance with the relevant specifications.

3.2) Where considered necessary, by the Purchaser, the stores may be obtained on Warranty/Guarantee subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the Supplier at his own expense, with in a specified time.

Contd...P/3

4. **TENDER FEE**

The tender must be accompanied by a non-refundable fee Rs.500/- by means of a crossed postal order / Pay order in favour of Director Admin POFs, Wah Cantt.

TENDER SAMPLE

4.1) Where required, offer must accompany tender sample, strictly according to the description and specification given in Tender Enquiry. Offer not accompanied by tender sample will NOT be entertained excepting the established and reputable firms who have either previously satisfactorily supplied the same or similar stores or have submitted an acceptable sample thereof against previous T.E.

5. **BID MONEY**

5.1) Bid Money at the rate of 2% inclusive of G.S.T (for registered firms with POF) & 5% of the quoted value, should accompany the tender in the shape of Deposit at Call Receipt/Pay order/Banker's Cheque, from a scheduled Bank drawn in favour of:-

DY. DIRECTOR SCM - II, POFs, WAH CANTT.

Tenders received without Bid Money will be rejected.

5.2) Bid Money of the unsuccessful tenderers will be returned as soon as the scrutiny of the tenders is completed. Bid Money of the successful tenderers will be retained until the contract is finalized. Bid Money will be forfeited in case the quotation is withdrawn before the expiry of its validity date.

5.3) State owned organizations are not required to provide Bid Money.

6. **ACCEPTANCE OF OFFERS**

6.1) POF may reject all bids or proposals at any time prior to the acceptance of a bid or proposals but is not required to justify grounds for its rejection. POF shall incur no liability towards suppliers or contractors who have submitted bids or proposals.

6.2) Performance Bond:

(a) The successful bidders shall provide performance bond at the rate, prescribed by POF Board according to the value of contract which shall not exceed 10% of the contract value, in the form of a Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee valid for 12 months after receipt of store in POFs on a prescribed format. The performance bond will be in favour of C.M.A. POF Wah Cantt. It will be returned on satisfactory completion of the contract.

(b) If the Supplier fails to furnish the Performance Bond within the specified time, such failure will constitute a breach of the contract and the Purchaser shall be entitled to make other arrangements for Purchase of the stores at the risk and expense of the supplier.

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6.3 PERFORMANCE BOND from State owned organizations may be waived off at the discretion of the Purchaser.

6.4 FAILURE TO SUPPLY THE STORES

All deliveries must be completed by the specified date. If the failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise, he will be entitled, at his discretion, to cancel the contract; and/or Claim liquidated damages up to 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value of the particular stores which remained unsupplied either in part or in full; or, to purchase, from elsewhere, the unsupplied stores at the risk and cost of the supplier.

6.5 PAYMENT

Payment will be made by the C.M.A.-(POFs) through crossed cheques on receipt/acceptance of stores on our prescribed bill form supported by receipt voucher on part/full supply basis.

6.5(a) Payment of duties / Taxes including professional tax (where applicable) must be supported by proof of having paid these to concerned GOVT. Taxation Deptt.

7. SECURITY OF INFORMATION

The tendered and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other the manufacturer or to any press or agent not authorized in writing by POFS to receive it.

Please return the Schedule to the Tender duly signed by the specified date, along with the specifications, drawings etc. if any, enclosed herewith - even if you are unable to quote.

WARNING In case the firm abstain from making offers or fail to return / acknowledge the tender form by the specified date on three consecutive occasions, no further tender enquiry may be issued to them and their names would liable to be removed from the approved list.

Yours Sincerely,

(NAHEED AKHTAR)
A.M- Purchase-II(A)

Tele : 051-9314101-21/22036
Fax : 051-9271400
Email: mma.ddpii@yahoo.com

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POF 1262-A

PAKISTAN ORDNANCE FACTORIES

SCHEDULE OF T.E.# 0124-LP-CMC-48-PD, DATED 05-10-2017 & OPENED ON 07-11-2017.

(1) FOR MATERIALS

(1)	(2)	(3)	(4)	(5)		(6)
Item #	Description of Store with Specification, etc.	Qty.	A/U	Price Per Unit For Free Delivery		Delivery Date
				In Figures	In words	
Indent # 0059-LP-CMC-48, Dt. 22-09-2016						
01/01	DYE PENETRANT FLAW DETECTION KIT CONSIST OF 03 PIECES AEROSOLES CLEANER PENETRANT REMOVER DEVELOPER OF CAPACITY 400 ML EACH. INSPECTION KIT # 1000. OR EQUIVALENT.	20	SET			
02/02	APPRATUS STROHLEIN (SPARE) VESSEL " E " ABSORPTION VESSEL WITH STOP COCK, GROUND GLASS STOPPER, SPRING AND WOVEN GLASS SLEEVE B&T / 606-640/24	2	NO			
03/03	ASPIRATOR BOTTLE PYREX GLASS WITH DRAW-OUT TUBULURE CAPACITY 500 ML FOR STROHLIEN CARBON DETERMINATION APPARATUS. CAP: 500 ML B&T/215-1090-02	3	NO			
04/04	COOLING COIL COMPLETE WITH GLASS JACKET RUBBER BUNGS & CONNECTED FOR APPARATUS STROHLEIN S-55-115/25	2	NO			
05/05	MEASURING FLASK 200 ML. 10-210D FISHER (1986) OR EQUIVALENT.	10	NO			
06/06	MEASURING FLASK CAPACITY 2000 ML FISHER 1986, CAT NO 10-210 H	10	NO			
07/07	BEAKER LOW FORM PYREX GLASS WITH SPOUT CAP 50 ML FISONS / BNB-280-070-H, 209/0310/04, OR EQUIVALENT.	16	NO			
08/08	BEAKER SQUAT FORM BOROSILICATE GLASS WITH SPOUT CAP 100ML G&G /S-15-710, OR EQUIVALENT.	50	NO			
09/09	BEAKER LOW FORM PYREX GLASS WITH SPOUT. CAP: 250 ML 209/0310/07, OR EQUIVALENT	64	NO			
10/10	BEAKER SQUAT FORM HARD GLASS WITH SPOUT CAP 400 ML FISIONS/BNB-280/150-J, 209/0310/08, OR EQUIVALENT	11	NO			
11/11	BEAKER CONICAL FORM BOROSILICATE GLASS WITH SPOUT CAP 500 ML FISHER/BNB-410/160-Q OR EQUIVALENT	13	NO			
12/12	BEAKER LOW FORM PYREX GLASS WITH SPOUT CAP 600 ML FISIONS/BNB-280/190-U, 209/0310/09, OR EQUIVALENT	45	NO			

(1)	(2)	(3)	(4)	(5)		(6)
Item #	Description of Store with Specification, etc.	Qty.	A/U	Price Per Unit For Free Delivery		Delivery Date
				In Figures	In words	
Indent # 0060-LP-CMC-48, Dt. 22-09-2016						
13/01	BEAKER LOW FORM PYREX GLASS WITH SPOUT CAP 800 ML 209/0310/17, OR EQUIVALENT	51	NO			
14/02	BEAKER LOW FORM PYREX GLASS WITH SPOUT CAP 1000 ML B & T 209/0310/10, OR EQUIVALENT	53	NO			
15/03	BEAKER TALL FORM CAP 3000 ML B&T # 209/0395/20 OR EQUIVALENT	2	NO			
16/04	FLASK TONGS NICKLE FLAT HINGE 200 MM FISHER FB-65089 (WITH BOW) (2007-08), OR EQUIVALENT.	10	NO			
17/05	BEAKER TONGS STAINLESS STEEL LENGTH-330-MM FISHER TNS-530-V (2007-2008) OR EQUIVALENT	8	NO			
18/06	DENSITY BOTTLE 25-ML ,WITH DRILLED STOPPER CAP-25-ML 228/0030/02 B&T-1990 OR EQUIVALENT	9	NO			
19/07	BOTTLE DROPPING TK PATTERN AMBER GLASS CAP: 50 ML B&T/215/0620/02	9	NO			
20/08	BOTTLE REAGENT CLEAR GLASS NARROW MOUTH WITH GROUND IN DUST PROOF STOPPER CAP: 500 ML G&G/S-16/156-040, OR EQUIVALENT.	3	NO			
21/09	BOTTLE REAGENT WIDE MOUTH WITH GROUND IN DUST PROOF STOPPER CAP: 500 ML FISONS / BTF-550-110-E, 215/0100/04, OR EQUIVALENT	66	NO			
22/10	CRUCIBLE FILTER SINTERED FITTED GLASS PLATE PROSITY- 4 GERMAN. DIA: 40 MM , CAP: 50 ML GERMAN MADE (G-4) OR EQUIVALENT.	10	NO			
23/11	SINTERED GLASS CRUCIBLE 40 ML, DISK SIZE 30 MM, GRADE P-100 CAT B&T NO.232/0101/42 OR EQUIVALENT	10	NO			
24/12	BRUSH (SOFT HAIR) WIDTH-25-MM BUR-770-L, FISHER (2007-2008) OR EQUIVALENT	2	NO			

(1)	(2)	(3)	(4)	(5)		(6)
Item #	Description of Store with Specification, etc.	Qty.	A/U	Price Per Unit For Free Delivery		Delivery Date
				In Figures	In words	
Indent # 0124-LP-CMC-48, Dt. 15-10-2016						
25/01	MEASURING UNIT FOR STROHLIEN CARBON DETERMINATION APPARATUS. COMPLETE SET B&T/606-0640-00	1	NO			
26/02	BEAKER LOW FORM PYREX GLASS WITH SPOUT CAP 2000 ML 209/0310/11, OR EQUIVALENT	52	NO			
27/03	BURETTE CLASS 'A' VOLAC GLASS WITH INTERCHANGEABLE DOUBLE OBLIQUE BORE GLASS STOPCOCK, WITH CALIBRATION CERTIFICATE CAP: 50 ML X 0.1ML B&T/241/0212/19, OR EQUIVALENT.	5	NO			
28/04	BURETTE CLASS "A" WITH DOUBLE BORE STOP COCK, VOLAC WITHOUT CERTIFICATE CAP. 100 ML B&T CAT NO.241/023 1/20 OR EQUIVALENT.	15	NO			
29/05	BURETTES CLASS 'B' WITH STRAIGHT BORE STOP COCK CAP: 50 ML IN 0.1ML B & T / 241-0310/1986, 241/0310/19	17	NO			
30/06	FILTER PAPER WHATMAN NO.40 (100 SHEETS IN ONE PKT.) SIZE: DIA 185 MM BTL / 234/0380/08	40	PKT			
31/07	FILTER PAPER WHATMAN NO.541 (100 SHEETS IN ONE PKT.) DIA 12.5 CM BTL OR EQUIVALENT. 234 / 0482 / 06	20	PKT			
32/08	FILTER PAPER NO. 540 GENERAL PURPOSE FILTER PAPER WITH MEDIUM RETENTION AND MEDIUM FLOWRATE. (100 SHEETS IN ONE PKT.) SIZE: DIA 185 MM (WHATMAN) FISONS/FDH-520-190-R, OR EQUIVALENT. B & T 234/0481/08	17	PKT			
33/09	FILTER PAPER NO.541, WHATMAN, CIRCLE, 24CM, (BOX OF 100 CIRCLES) CAT.NO.234/0482/09 (B&T) OR EQUIVALENT	10	PKT			
34/10	FLASK VOLUMTRIC ONE MARK GRADE 'A' STOPPERED, WORK CORRECTION CERTIFICATE CAP:500 ML FISIONS/FHM-365-210Q, OR EQUIVALENT. 241/1556/08 B&T	45	NO			
35/12	HEATING ELEMENT FOR CARBOLITE FURNACE TUBE TYPE DIA=10MM, HEATING ZONE=180MM, LENGTH=350 MM, RESISTANCE 3.6 OHMS. KANTHAL GLOBER SG&SR, OR EQUIVALENT.	8	NO			

(2) Special Conditions:-

i. REPUTABLE FIRMS HAVING RELEVANT EXPERIENCE AND GOOD PERFORMANCE ARE ELIGIBLE TO PARTICIPATE IN THE BID / TENDER.

ii. ONLY ONE RATE SHOULD BE QUOTED AGAINST DESCRIPTION OF STORE ON THE TENDER SCHEDULE.

iii. QUOTATION MUST BE VALID FOR 90 DAYS WHICH WILL BE EFFECTIVE FROM THE DATE OF TECHNICAL ACCEPTANCE OF OFFERS FROM THE USER(S).

iv. QUOTATION NOT ACCOMPANIED WITH BID MONEY & TENDER FEE OR LESS BID MONEY & TENDER FEE WILL BE IGNORED.

v. SALES TAX MUST BE SHOWN SEPARATELY. OTHERWISE QUOTED RATE WILL BE CONSIDERED AS INCLUSIVE OF SALES TAX.

vi. SALES TAX REGISTRATION NO. ISSUED BY EXCISE & TAXATION DEPARTMENT AND NTN MUST BE GIVEN IN QUOTATION.

vii. PTC MUST BE FROM PUNJAB GOVERNMENT.

viii. ITEMS SHOULD BE OF REPUTED OEM/BRANDED COMPANY.

ix. ONLY REGISTERED SUPPLIERS (WITH SALES TAX AND INCOME TAX DEPTT.) WHO ARE ON ACTIVE TAXPAYERS LIST (ATL) OF FBR ARE ELIGIBLE TO SUPPLY GOODS / SERVICES TO GOVERNMENT DEPARTMENTS.

x. UNDERTAKING OF T.E. SCHEDULE MUST BE RETURNED DULY SIGNED & STAMPED WITH QUOTATION.

xi. DATE AND STAMP OF THE POSTAL ORDER MUST BE VISIBLE.

xii. SAFETY DATA SHEET MUST BE PROVIDED ALONGWITH THE QUOTATION IN TENDERS OF LAB EQUIPMENT.

xiii. UNREGISTERED FIRMS ARE REQUIRED TO PROVIDE ANNEXURE–A DULY FILLED, SIGNED AND STAMPED ALONGWITH QUOTATION.

xiv. STATUS OF YOUR FIRM WITH POF (REGISTRATION / UN - REGITERED) SHOULD BE MENTIONED IN YOUR OFFER. REGISTERED FIRMS ARE REQUIRED TO PROVIDE COPY OF VALID REGISTRATION LETTER WITH POF.

xv. GRAND TOTAL OF OFFER MUST BE MENTIONED IN YOUR QUOTATION.

xvi. FIRM'S WARRANTY / GUARANTEE SUPPORTED MANUFACTURING CERTIFICATE OF QUALITY & TEST REPORT.

(4) **UNDERTAKING**

Should our offer be accepted, we hereby undertake to supply the stores/render services contracted on the basis of conditions of contract embodied in Form POF-1280, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and POF will have the right to purchase the stores/services elsewhere at our risk & cost.

Date _____ **Signature of the Tendered** _____

Place _____ **Name** _____

_____ **Position** _____

_____ **Address** _____

Income Tax G.I.R. No. _____

Official Stamp _____

SUPPLIERS'S CAPABILITY **Annexure-A**

1. **NAME OF THE FIRM: _____**
   ADDRESS : _____
   2.1- TELE: NO: _____
   2.2- FAX NO : _____
   2.3- E.MAIL ADDRESS : _____
2. **WHETHER PUBLIC LTD, PRIVATE LTD, PARTNERSHIP OR SOLE PROPRITERSHIP : _____**
3. **ESTABLISHED SINCE : _____**
4. **CAPACITY : (Manufacture/stockist/Agent to foreign Firm) :_____**
   _____
5. **IF MANUFACTURER, PROVIDE FOLLOWING DETAILS : _____**
   _____
   5.1- IF MANUFACTURER, PROVIDE FOLLOWING DETAILS : _____
   _____
   5.2- DETAIL OF PLANTS, MACHINERY AND MAJOR EQUIPMENTS: (Attached separate sheet if required):_____
6. **INSPECTION/QUALITY ASSURANCE FACILITIES : _____**
   _____
7. **ISO-9000 CERTIFIED IF SO ATTACH NECESSARY DOCUMENTS**
8. **IF STOCKIST, PROVIDE FOLLOWING :-**
   8.1- DETAILS OF STOCKS HELD :-_____
   8.2- APPROX .STOCK VALUE :- _____
   8.3- LOCATION OF STOCKS: - _____

ORGANISTIONAL DETAILS.

9. **WHETHER THE FIRM IS REGISTERED WITH THE HOLDING FOLLOWING DEPTTS. (Give registration No. Date and attach copies of the necessary documents).**

9.1 DP/ARMY OR ANY GOVT./SEMI GOVT.DEPTT :- _____

9.2 IMPORT TRADE CONTROL DEPTT : _____

9.3 SALES TAX DEPTT :- _____

9.4 INCOME TAX DEPTT : _____

FINANCIAL STATUS : _____
(Bank certificate to be attached)