



**GOVERNMENT OF PAKISTAN  
PAKISTAN ORDNANCE FACTORIES  
TENDER ENQUIRY.**

To

PPRA, ISLAMABAD

Dear Sirs,

Reference: **TENDER ENQUIRY NO. 4104-MPO-W-SPOT WELDING M/c . Dated 16-12-2017**

You are requested to submit quotations for the items(s) noted in the Schedule to the Tender. Offers 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 **25-01-2018** and must reach this office on or before **1200 hour upto due date**. 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: **4104-MPO-W- Spot Welding M/c, Dated 16-12-2017**

Tender to be opened on: **25-01-2018**

Address as follows:-

i) For Technical Offer:

**Managing Director  
Weapons Factory  
Pakistan Ordnance Factories,  
Wah Cantt, Pakistan.  
Fax : +92-51-9271400 & 051-9314100  
Email : [mdwpn@pof.gov.pk](mailto:mdwpn@pof.gov.pk)**

ii) For Commercial Offer:

**Chairman, POF Board,  
POF Board Headquarter,  
Wah Cantt. Pakistan  
Fax. +92-51-9314080  
E-Mail: [chairman@pof.gov.pk](mailto:chairman@pof.gov.pk)**

iii) Both Technical & Commercial offers duly sealed in 02x separate envelopes should be sent in third envelope, which should indicate address of MD-Weapons POF- Wah Cantt.

1.3 If envelope does not indicate reference of T.Es 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.

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, intimation may be given to the tenderers on their request.
- 2.6    Conditional offers or alternative offers are likely to be ignored.
- 2.7    Quotations should be based on F.O.B. The consignment will be shipped through Pakistan National Shipping Corporation (PNSC). In case there is no PNSC service in the country of shipping, please quote on C & F basis. The freight should be indicated separately. Insurance premium should not be included in the quoted price. However where insurance is considered necessary, advice to that effect should be given in the quotation.
- 2.8    Submission of the offer through an agent in Pakistan should be avoided. In case it is considered inevitable, the agent's quotation must invariably be accompanied by the original proforma invoice from the principals/ manufacturers.
- 2.9    Country of origin and port of shipment to be stated.
- 2.10   The offer of principal must clearly indicate whether the rate quoted is inclusive of agent's commission, and if inclusive rate of commission included be specified.
- 2.11   Suppliers will render necessary information regarding hazardous effects on environment, of the materials/products supplied by them, in their quotations and shipping/Dispatch documents.
- 2.12   If the requisite information is not furnished on the T.E form or offer received is not in conformity with the requirement of the T.E such offer shall be ignored.

### 3.    INSPECTION

- 3.1    Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, 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, 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, within a specified time.

3.3 **TENDER SAMPLE**

Where required offer must accompany tender sample strictly according to the description 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 samples thereof against previous T.E.

4. **ACCETANCE OF OFFERS**

4.1.1 The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

4.1.2 Procuring agency shall incur no liability, solely by virtue of its invoking sub-rule (1.1) towards suppliers or contractors who have submitted bids or proposals.

4.1.3 Notice of the rejection of all bids or proposals shall be given promptly to all suppliers or contractors that submitted bids or proposals.

4.2 **PERFORMANCE BOND**

(a) The successful bidders will provide Performance Bond at the rate upto 10% of Net F.O.B. value of contract in favour of the Controller Military Accounts (CMA) POF Wah Cantt. The Performance Bond will be furnished in the form of Deposit At Call Receipt (CDR) from any scheduled Bank in Pakistan or an unconditional bank guarantee on prescribed proforma covered by any scheduled bank in Pakistan. The Performance Bond shall be furnished within 45 days from the date of opening of Letter of Credit. It shall be valid for a period of 12 months after the date of expiry of letter of credit.

If the Performance Bond is not furnished within the prescribed time of 45 days, the Purchaser reserves the right to:

i. Impose penalty @ 1 % per month of the value of CDR/BG.

(Clause-4.2 (a i) is not applicable in case of procurement of Plant / Equipment / Machinery items)

OR

ii. Cancel the contract and make other arrangements for purchase of the stores at the risk and expense of the Supplier.

(b) No Performance Bond will be required if the total FOB value of the contract is less than US\$ 50,000 and contract is placed directly on the foreign Supplier.

4.3 **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 upto 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 particular store 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.

#### 4.4 PAYMENT

- 4.4.1 Payment to the supplier will be made by means of an irrevocable letter of credit. However the payment terms will be 80% on actual value against shipping documents and remaining
- 4.4.2. 20% amount to be released after satisfactory commissioning and trial of the unit.
- 4.4.3. Firm is bound to provide 10% PBG as per POF Format within 45 days of opening of L.C in un-equivocal terms.

#### 5 SECURITY OF INFORMATION

The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than 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.

6. The offer must reach upto 25-01-2018 at 1130 hrs.

Yours faithfully,



( NAEEM AHMED )  
MANAGING DIRECTOR-WPNs,  
POFs Wah Cantt.  
For and on behalf of President of  
The Islamic Republic of Pakistan.

**PAKISTAN ORDNANCE FACTORIES**

SCHEDULE TO TENDER NO. 4104-MPO-W-Spot Welding M/c, Dt. 16-12-2017

(1) FOR MATERIAL

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc	Unit	Qty.	Price per Unit FOB or C & F		Delivery Date
				In Figures	In Words	
01	<b>Spot welding Machine.</b>	No.	04			

(2) For Plant & Machinery:-

Specification:- Enclosed as Annexure- "A"

(3) Special Conditions:- Enclosed as Annexure- "B"

(4) Technical Comparison:- Enclosed as Annexure- "C"

(5) Undertaking

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of General Conditions of Contract embodied in Form POF 1282, 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 and cost.

Place \_\_\_\_\_ Signature of Tenderer \_\_\_\_\_

Date \_\_\_\_\_ Name \_\_\_\_\_

\_\_\_\_\_ Position \_\_\_\_\_

\_\_\_\_\_ Address \_\_\_\_\_

Income Tax G.I.R No. \_\_\_\_\_

**TECHNICAL COMPARISON**  
(TO BE FILLED BY SUPPLIER)

<b>SR. #</b>	<b>TENDER SPECIFICATIONS</b>	<b>OFFERED SPECIFICATIONS WITH REFERENCE TO PAGE NO. OF QUOTATION</b>