

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

To

M/s

Dear Sirs,

Reference: **TENDER ENQUIRY No. 0006-Hvn-LP-Capt-Pur Dated: 26-01-2022**

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 **10:30 hours on 01-03-2022** and must reach **Bid Center adjacent to Rablta Hall on or before 10:00** hours up to 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 Procurement method is single stage two envelope as per PPRA Rules 36 (b), therefore bids/offers must be quoted as per TE clause 2.2 instead of 2.1. The outside of the envelope should be inscribed with:-

Tender Enquiry No : **0006-Hvn-LP-Capt-Pur, Dated: 26-01-2022**

Tender to be opened on : **01-03-2022**

Address as follows:-

INCHARGE BID CENTER
PAKISTAN ORDNANCE FACTORIES
WAH CANTT (PAKISTAN)

Though:-

I/C CR

POF WAH CANTT

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

2. GENERAL INSTRUCTIONS REGARDING PREPARATION QUOTATIONS

- 2.1 For all type of stores, you are required to quote in two parts:-

Part I "Technical Offer": It should exclusively give technical details and literatures/brochures of the offered material/items/equipment as well as validity date, delivery schedule; and signed undertaking given on the schedule to this Tender Enquiry. **It must not indicate price, costs etc.** You may use a separate sheet if necessary.

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"**.

- 2.2 The quotation must remain valid for, at least 90 days from the date of commercial tender opening.
- 2.3 The quotation should hold good for any reduced or enhanced quantities without notice.
- 2.4 In the event of non-acceptance of offer, no intimation will be given to the Tenderers.
- 2.5 Conditional offers or alternative offers are likely to be ignored.
- 2.6 Quotations should be based on:-
F.O.R. station of dispatch basis, i.e. delivered free on rail, inclusive of packing and forwarding charges. The stores will be booked under Military Credit Note, to be provided by the purchaser. **and / or**
Free delivery at POF's stores at **HAVELIAN**.
In this case Octroi duty if any, will be payable by the supplier.
- 2.7 Taxes and Duties etc. where applicable, must be shown separately, quoting references to Registration No. in case of Sales Tax and relevant authority in the case of others. Offer without these clarification and inclusive of Taxes and Duties may be ignored.
- 2.8 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.
- 2.9 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.
- 2.10 The Supplier will render necessary information regarding hazardous effects on environment of the material/products supplied by them, in their quotation and shipping/dispatch documents.
- 2.11 If the requisite information is not furnished on the T.E forms or offer received is not conformity with the requirement of 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, 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 Purchase, 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, within a specified time.

4. **TENDER FEE**

- The tender must be accompanied by a non-refundable fee by means of a crossed Postal order/Pay/ Order amounting to **Rs. 500/-** in favour of **MD POF HAVELIAN CANTT**. This should be attached with Part-I Technical Quotation.
- 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 % (for registered firms with POFs)** and **5% (for un-registered firms)** of the quoted value should accompany the tender in the shape of Call at Deposit Receipt, from a scheduled Bank drawn in favour of:-

M.D. POF HAVELIAN CANTT

Tenders received without Bid Money will be rejected.

Bid Money should be attached with Part-II Commercial Quotation, however, as a proof only CDR No. & date (without indicating value) may be mentioned in Part-I Technical quotation.

- 5.2 Bid Money of the unsuccessful tenderer 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-Havelian reserve the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal and 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.

6.2 PERFORMANCE BOND

- (a) The successful bidders shall provide Performance bond within 20 days after issuance of LOI at the rate, prescribed by POF Board according to the value of contract which shall not exceed **10%** of 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 successful installation and commissioning of receipt 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.
- (c) Performance Bond from state owned organization may be waived off at the discretion of the purchaser.

6.3 FAILURE TO SUPPLY THE STORES.

All deliveries must be 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 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.

6.4 PAYMENT

- a) 100% payment will be made by CMA-POF-HVN. through crossed cheque on receipt / acceptance of stores on our prescribed bill form supported by receipt voucher on full supply basis.
- b) 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

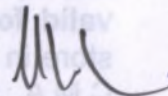
The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorized in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, alongwith 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 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 be liable to remove from the approved list.

Yours Faithfully



MANAGING – DIRECTOR
PAKISTAN ORDNANCE FACTORIES

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PAKISTAN ORDNANCE FACTORIES
Schedule to Tender Enquiry
No. 0006-Hvn-LP-Capt-Pur, Dated 26-01-2022

(1) For Plant and Machinery

Item No	Description with Spec etc.	A/U	Qty	Price Rs.		Delivery Date
				In Figures	In Words	
01	Sewer Cleaning Machine (Specifications are attached as Annex 'A')	No	01			Within 03 months after issue of contract.

Technical Evaluation Criteria

- a. The offered product will be technically evaluated on the basis of attached Annex-A.
- b. Technical quotation may be supported with literature/brochure.
- c. Attached Annex-B may be filled and signed/stamped.

2) For Plant & Machinery Specification} **Annex-A (Attached)****(3) Special Conditions:**

Only Registered suppliers with Sales Tax & Income Tax Deptt.) who are on Active Taxpayers List (ATL) of FBR are eligible to supply goods/services (Sales Tax Registration & NTN must be enclosed with the quotations).

- i. Quotation must be according to our requirement, size and specification. The conditional or technically deviated offers from our terms/conditions as well as specifications shall be out rightly rejected.
- ii. Offer without complete Bid Money (CDR only) & Tender Fee (Postal Orders/Pay order) in accordance with clause No. 4 & 5 will not be entertained.
- iii. Fax/E-Mail offer will not be entertained.
- iv. Quotation submitted on Schedule to TE must be signed / Stamped.
- v. Basic Price and Sales Tax should be quoted separately.
- vi. In case, the order is placed on your firm, Professional Tax Certificate issued by the Govt. of KPK will have to be submitted along with the bill against supplies as per prevailing rates of E&T deptt. KPK.

(4) 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 1281, 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 _____

Date _____

Signature of Tenderer _____

Name _____

Position _____

Address _____

Income Tax G.I.R. No _____

Official Stamp _____

SPECIFICATION

1. Gasoline powered Sewer Cleaning M/c designed to clean 2"Ø –10"Ø lines for distance upto 100ft and is ideal for industrial and municipal use.
2. Powered by a 6.0 HP ±0.5 industrial / commercial engine, 3 speed forward and reverse automotive transmission that spins the heavy duty dual sectional cable at 1050 rpm in 3rd gear for plenty of cleaning power. A rugged steel base and pneumatic roller bearing wheels move-over all types of terrain. Easily adjustable heavy duty safety clutch provides overload protection.

ADDITIONAL INFORMATION

Cable Length	8ft. Sections
Cable Diameter	1¼ Inches
Minimum Drain Size	2 Inches
Maximum Drain Size	10 Inches
Power (Fuel)	Gasoline
Power Details	6.0 HP ±0.5

SUPPLIER'S CAPABILITY

1. NAME OF THE FIRM: _____
ADDRESS: _____

1.1 - TELE:NO: _____

1.2- FAX NO: _____

1.3- E.MAIL ADDRESS: _____

2. WHETHER PUBLIC LTD, PRIVATE LTD, PARTNERSHIP
OR SOLE PROPRIETORSHIP: _____

3. ESTABLISHED SINCE: _____

4. CAPACITY: (Manufacturer / Stockist/Agent to foreign Firm): _____

5. IF MANUFACTURER, PROVIDE FOLLOWING DETAILS:

5.1- RANGE OF PRODUCTS MANUFACTURED: _____

5.2- DETAIL OF PLANTS, MACHINERY AND MAJOR EQUIPMENTS:
(Attach 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: _____

ORGANISATIONAL DETAILS.

9. WHETHER THE FIRM IS REGISTERED WITH THE 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)

Signature _____

Name: _____

Position: _____

Stamp