


Consulate General of Pakistan
Toronto

The Consulate General of Pakistan, Toronto, intends to float a tender for 'Bidding Documents for solarisation of Government Owned Building' for the residence of Consul General. As per Rule-12 of Public Procurement Rules 2004 as notified by the Finance Division vide SRO No. 432(1)/2004 dated June 8, 2008 and SRO No. 59(1)/2022 dated 10 May 2022, we are required to float the tender notice and bidding documents on PPRA's website (www.ppra.gov.pk).

2. The PPRA is, therefore, requested to make necessary arrangements for uploading the tender notice alongwith complete set of bidding documents (comprising 07 pages) on the PPRA website at the earliest. The copy of tender notice and bidding documents is attached.

Encl: As above


(Najam us Shehar Butt)
Head of Chancery

PPRA (Mr. Rizwan Mahmood, Director-MIS), Islamabad

Consulate General of Pakistan, Toronto, u.o. No. 3(3)/Admin/2023 dated 14 February 2024 Email: info@ppra.org.pk

BIDDING DOCUMENTS

FOR

SOLARIZATION OF GOVERNMENT OWNED BUILDING

**Head of Chancery
Consulate General of Pakistan,
7880 - Keele Street, Unit 14, Vaughan, Ontario, L4K 4G7,
Toronto (Canada)**

**Phone: +1-905 532-0042-43
Email: pareptoronto@mofa.gov.pk
pakconsulate@pakmission.ca**

14 February, 2024

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Section-I: Invitation to Bid

Consulate General of Pakistan Toronto

TENDER NOTICE

Consulate General of Pakistan Toronto (Canada) invites bids from experienced and well reputed firms for solarization of the Government Owned Building at 10 Montford Drive, North York Toronto as per details given in the bidding document.

2. The bidding document containing relevant details can be obtained from the address mentioned below on any working day during office hours. Alternately, the same can be downloaded from the website of the Public Procurement Regulatory Authority: www.ppra.org.pk.
3. Single stage – One envelope procedure will be followed. All bids received shall be opened and evaluated in the manner prescribed in the bidding documents.
4. Bids must reach the Consulate General of Pakistan, Toronto, at the address given below, on or before 1400 hours (Toronto Time) on 05 March 2024 either through personal delivery or registered post/courier and will be opened the same day at 1430 hours in the presence of bidders or their authorized representatives who may choose to attend the same physically.
5. The Consulate General of Pakistan Toronto reserves the right to accept or reject any bid in accordance with PPRA Rules.

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SECTION-II: Terms & Conditions

- 1) The bids will be governed by Single stage – One envelope procedure. The bid shall comprise a package containing one single envelope containing the proposal. Use of white fluid or over-writing will not be accepted.
- 2) The last date for submission of bids is on or before **05 March 2024, 1400 hours** (Toronto Time) either through personal delivery or registered post/courier.
- 3) The Bid Opening Committee will open the bids on **05 March, 2024 at 1430 hours** in the presence of bidders or their representatives, who may choose to be present.
- 4) The proposal shall be evaluated in a manner prescribed in these bidding documents, and the bids not conforming to specified requirements will be rejected. No amendment will be allowed in the proposal after opening.
- 5) The firms may submit specifications, photographic evidence, catalogue, video clips, physical samples, or any other mode to demonstrate the quality of goods/items in their proposals.
- 6) The bids will be evaluated on the basis of “**Least Cost Method**” applied on “**PER KILOWAT COST**” calculated on the basis of quoted price, provided other technical specifications are equivalent.
- 7) The Bid validity period shall be **30 days** from the date of bid opening, and the firm will ensure completion of work within a period of **90 days** from the issuance of the work order.
- 8) Bidders shall quote the rates in Canadian Dollars with all applicable taxes and all goods and services for the project on the basis of “**Engineering, Procurement & Construction (EPC)**” basis.
- 9) The successful bidder may discharge its obligations itself or through its authorized agent, duly notified in writing.
- 10) The Consulate General reserves the rights to accept or reject any or all bids in accordance with existing PPRA-Rules.

Section-III: Instructions to Bidders

1. All bidders should understand and know the exact nature, type and quantum of work before submitting their bids.
2. If the bidder(s) need(s) any clarification / information, he/she should contact the Consulate General before the date of opening of bids at the contact details provided in Section-I.
3. Prices quoted in the bid should be inclusive of all applicable taxes.
4. Quoted prices must be mentioned in words and figures both. In case of any error, price quoted in words will govern. Any proposals with over-writing or cutting will not be accepted and the bid will be rejected.
5. The bids submitted by the firms should be signed and stamped by the bidder or should be on the letterhead of the firm.

SECTION-IV: BID EVALUATION CRITERIA

The bids will be evaluated on the basis of “**LEAST COST METHOD**” applied on “**PER KILOWAT COST**” calculated on the basis of quoted price, provided other technical specifications are equivalent.

SECTION-V: SCOPE OF WORK

Provision and installation of 10 KW to 15 KW On-Grid Solar System, as per requirements and available space of the building determined after complete survey. Provision of all goods and services including installation, testing, commissioning of the system with allied equipment and services, on the basis of Engineering, Procurement, and Construction (EPC) Basis.

SECTION-VI: FORM OF BID

(To be filled, signed and stamped by the bidder, OR to be submitted on Letter-head of the firm)

Sr. No.	Description	Specification	Cost (CAD)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
	Total Price of Goods/ Services		
	Total Taxes		
	Grand Total		
	Grand Total in Words:		

Signature: _____

Stamp: _____

Date: _____

SECTION-VII: Undertaking by the Bidder

Undertaking

(To be filled, signed and stamped by the bidder, OR to be submitted on Letter-head of the firm)

It is certified that the information furnished herein and as per the documents submitted is true and correct to the best of my knowledge and nothing has been concealed or tampered with.

2. We have gone through the conditions of tender / bidding documents and are liable to any legal action for furnishing false information / documents.

3. We hereby undertake that we have not been blacklisted or rendered ineligible for corrupt and fraudulent practices, or other reasons(s), by any private organization or government organization.

SIGNATURE:

STAMP/SEAL OF THE FIRM (OR ON LETTER-HEAD OF THE FIRM):

DATE:

SECTION-VIII: Bid Securing Declaration

(To be filled, signed and stamped by the bidder, OR to be submitted on Letter-head of the firm)

Date: _____

Bid No.: _____

To: Consulate General of Pakistan, Toronto

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however, without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

- (a) have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid.
- (b) Disagreement to arithmetical correction made to the Bid price; or
- (c) Having been notified of the acceptance of our Bid by the Procuring Agency during the period of bid validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security, if so required by the procuring agency or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.

Signature: _____

Name of the Firm: _____

Dated: _____

Seal/ Stamp (Or on Company Letter Head):