



**CENTRAL POWER PURCHASING AGENCY
(GUARANTEE) LTD**

TENDER DOCUMENTS

For

**Procurement of Revolving Chairs (LOT 1) and Iron / Steel
Racks (LOT 2)**

(Single Stage One Envelop Procedure)

**Pre-Bid Meeting Date: 1100 Hours on 18 March 2025 (Tuesday)
(Mandatory)**

Submission and Opening Date for Tender: 27 March 2025 (Thursday)

Submission Time: 0130 hours

Opening Time: 0200 hours

GUIDELINES

For Procurement of lot wise (Office Revolving Chairs and Iron / Steel Racks) For the office of Central Power Purchasing Agency, Islamabad.

1. Interested bidders are required to submit their bids only through PPRA EPADS System (**www.eprocure.gov.pk**). Only those firms are allowed to participate in the tender who are General Sales Tax (GST) registered and have National Tax Number (NTN) and are on FBR's Active Taxpayer's List (ATL) prevailing at the time of bid submission (attach proofs).
2. **A pre-bid meeting will be held for the survey and inspection of samples available at CPPA-G. All prospective bidders are required to attend this meeting before submitting their bids.**
3. **Bidders submitting proposals for both lots (Lot No. 1 & 2) are required to submit separate mandatory and financial forms for each lot, but both sets of forms must be placed in a single envelope.**
4. Bidding shall be conducted through **Single Stage–One Envelope** as per PPRA Rules.
5. The bids shall be submitted on PPRA EPADS on the time & date mentioned in the Tender, which shall be opened on the day mentioned in the Tender by the Procurement Committee in the presence of Representatives of the bidders. Venue for bid opening is Office of the CPPAG, Shaheen Plaza, Fazl-e-Haq Road, Blue Area, Islamabad. Bid submitted after due date & time shall not be entertained.
6. The bid must be valid upto 120 days starting from the last date of submission of bid.
7. The Purchaser reserves the right to reject any or all the bids as per provisions contained in PPRA Rules.
8. Pre-Bid Meeting Date: 1100 Hours on 18 March 2025 (Tuesday)
9. Submission and Opening Date for Tender: 27 March 2025 (Thursday)
Submission Time: 0130 hours, Opening Time: 0200 hours

Manager (HR&A)
Central Power Purchasing Agency
Contact No: 051-111-922-772 Ext #116

SECTION I:**INSTRUCTION TO BIDDERS INCLUDING DATA SHEET****BID DATA SHEET**

ITB Ref	Description	Detail
ITB Clause 1	Name of Goods	Office Revolving Chairs and Iron / Steel Racks (as per Technical Criteria of this RFP)
ITB Clause 2	Commencement date of provision of Bidding Document	As per Tender
ITB Clause 3	Last date and time for submission of bids	As per advertisement
ITB Clause 4	Bid Submission	Through PPRA EPADS
ITB Clause 5	Place of Delivery of office Chairs	Central Power Purchasing Agency (CPPAG) Office, Plot No. 73 west, Shaheen Plaza, Fazl-e-Haq Road, Blue Area, Islamabad
ITB Clause 6	Bidding Process	Single Stage One Envelope.
ITB Clause 7	Performance Guarantee / Performance Security	The Performance Security shall be 10% of the total contract price quoted at the time of Letter of Acceptance (LOA) and it shall be submitted to the CPPA-G mentioned above as per clause 39 of PPRA rules.
ITB Clause 8	Language of bid	English

ITB Clause 9	Clarification(s) on Bidding Documents	Secretary to the Committee, Central Power Purchasing Agency (CPPAG), Plot No. 73 west, Shaheen Plaza, Fazl-e-Haq Road, Blue Area, Islamabad.
ITB Clause 10	Currency of Bid	PKR – Pakistan Rupees
ITB Clause 11	Bid Price	Bid Price shall be inclusive of all taxes (with tax break-up).
ITB Clause 12	Bid validity period	120 days
ITB Clause 13	Specific Description of Goods in the Bidding Documents	If the required item does not fulfill the desired specifications and mandatory requirements as mentioned in this tender, the bid shall be treated as non-responsive.
ITB Clause 14	Name of the Bid Form (Primary documents)	FORM 1: Proposal Submission Form FORM 2: Affidavit FORM 3: Eligibility of the Bidders & Goods FORM 4: Manufacturer /Distributor's Authorization FIN FORM 1: Financial Proposal Cover Letter. FIN FORM2: Price Schedule
ITB Clause 15	Amount of Bid Security / Earnest Money	Lot No. 1 Rs. 90,000/- Lot No. 2 Rs. 50,000/-
ITB Clause 16	Date, time and venue of pre- bid and opening of bids.	Pre-Bid Meeting Date: 1100 Hours on 18 March 2025 (Tuesday) Submission and Opening Date for Tender: 27 March 2025 (Thursday) Submission Time: 0130 hours, Opening Time: 0200 hours Central Power Purchasing Agency (CPPAG), Plot No. 73 west, Shaheen Plaza, Fazl-e-Haq Road, Blue Area, Islamabad

TERMS & CONDITIONS

INSTRUCTIONS TO THE BIDDER -TERMS & CONDITIONS

Following are the Terms & Conditions for Bidding and subsequent Contract. The provisions mentioned herein will become part of the Contract. Whenever there is a conflict, the Special Provisions shall prevail over General Provisions of the Contract.

3. DEFINITIONS

In this document, unless there is anything repugnant in the subject or context:

- a) "Authorized Representative" means any representative appointed, from time to time, by the Client, the Purchaser or the Contractor.
- b) "Availability and Reliability" means the probability that a component shall be operationally ready to perform its function when called upon at any point in time.
- c) "Bidder" means the Firm/Company/Supplier/Distributors fulfilling the eligibility criteria and participating in the bidding for provision of Office Furniture & Workstation installation related equipment as per provision of bid document/ contract.
- d) "Contractor" means the person/firm/company whose Tender has been accepted and awarded letter of intent followed by the Contract by the Purchaser.
- e) "Purchaser" means "Strengthening of Central Power Purchasing Agency Initiatives, for the purposes of the Contract.
- f) "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- g) "Defects Liability Period" means the warranty period following the taking over, during which the Contractor is responsible for making good, defects and damages in Goods and Services provided, under the Contract.
- h) "Force Majeure" means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence and not foreseeable. Such

events may include, but are not restricted to, wars, revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- i) "Goods" means the furniture and workstations which the Contractor is required to supply to the Purchaser under the Contract.
- j) "Services" means supply, installation, commissioning, testing, after sale service, etc. of Goods and other such obligations which the Contractor is required to provide to the Purchaser under the Contract.
- k) "Delivery Acceptance Certificate" means the certificate to be issued by the Client to the Contractor, in accordance with the Contract.
- l) "Works" means work to be done by the Contractor under the Contract.
- m) "Inventory List" means a list of equipment/ supplies bearing details of make/ model/quantity/unit price/ warranty/location of supply/ installation/ manufacturer/authorized workshop, duly signed by the Contractor and verified by the Client.

Manager (HR&A)
Central Power Purchasing Agency (CPPAG),
Plot No. 73 west, Shaheen Plaza,
Fazl-e-Haq Road, Blue Area, Islamabad.

4. BIDDING PROCESS & EVALUATION CRITERIA

The details of bidding process & evaluation criteria is provided in **Section II** of this document.

5. STANDARDS

The quoted product, at the time of technical evaluation and on delivery, shall conform to the standards as prescribed in specifications and in the Technical Evaluation Criteria. The said conformance shall lead to subsequent issuance of the Acceptance Certificate to the Supplier by the Purchaser.

6. PERFORMANCE SECURITY

The amount of performance security, as a percentage of the Contract Price, shall be: Ten (10) percent of the Contract Price in the shape of Bank Guarantee.

[The following provision shall be used in the case of Goods having warranty obligations.]

Performance Security/guarantee (10%) shall be returned after successful completion of the contract in accordance with expiry of the Warranty of item.

A copy of the Bank Statement of bidder/firm/s for the last 2 years will be submitted along with the bid document.

7. INSPECTIONS AND TESTS

Inspection of the Office Chairs & Iron / Steel Racks and final acceptance is as follows:

Equipment Delivery & Inspection Report by Tender Committee and followed by issuance of Delivery Acceptance Certificate (DAC) by Tender Committee of CPPA-G.

8. DELIVERY AND DOCUMENTS

Following items are required to be delivered within the given time frame after the issuance of purchase order:

- i. Office Revolving Chairs (Lot 1) : 30 Days
- ii. Iron / Steel Racks (Lot 2) : 60 Days

All items shall be delivered on the address of CPPAG office, Shaheen Plaza, Blue Area, Islamabad. The total delivery period includes delivery & assembling in all respect etc. However, payment to the supplier will be subject to satisfactory report by the tender committee and complete assembling in all respect.

9. Payment

The method and conditions of payment to be made to the Supplier under the Contract shall be as follows:

10. Payment for Goods supplied:

Payment shall be made in **Pak. Rupees** through **crossed cheque** in the following manner:

100 percent of the Contract Price of the Goods shall be paid to supplier after the delivery of Office Chairs or Iron / Steel Racks after the acceptance by tender committee CPPA-G at CPPA-G office Islamabad upon the submission of documents specified as follows;

- i. The Supplier in accordance with the terms and manner specified in the Schedule of Requirements shall make delivery of the goods.
- ii. The goods supplied under the Contract shall be Delivered Duty Paid (DDP) under which risk is transferred to the buyer after the Goods have been delivered and accepted.

11. LIQUIDATED DAMAGES

In case of late delivery or violation of contract follows liquidation damages shall apply as follows:

- i. **Applicable rate: 1.0% per day of the total Contract price (without tax)**
- ii. **Maximum deduction: ≤ 10% of the total contract amount (without tax).**

12. DISPUTES RESOLUTION

In the case of a dispute between the Purchaser and the Supplier, a dispute resolution committee shall be constituted by CPPAG EPADS GRC (Grievance Redressal Committee) for the resolution of dispute in case of non-resolution, the dispute shall be referred for adjudication or arbitration in accordance with Arbitration Laws of Pakistan and heard at Islamabad.

13. GOVERNING LANGUAGE

The Governing Language shall be: English

14. APPLICABLE LAW

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.

15. NOTICES & CLARIFICATIONS

Purchaser's address for notice and clarification purposes:

Manager (HR&A)
Central Power Purchasing Agency (CPPAG),
Plot No. 73 west, Shaheen Plaza, Fazl-e-Haq Road, Blue Area, Islamabad

Supplier should provide focal person's contact details, i.e., name, address, telephone, email.

16. BID VALIDITY

- i. The Bidder shall provide a minimum validity period of 120 days from the last date for submission of the Bids.

17. REJECTION OF BIDS

- i. If the required item does not fulfill the described specifications and mandatory

requirements as mentioned in this RFP, the bid shall be rejected straightaway.

- ii. The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The Procuring Agency shall upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids but is not required to justify those grounds.
- iii. Notice of the rejection of any or all bids shall be given to the concerned Bidders that submitted bids.

18. JOINT VENTURE

Joint Venture is not allowed.

Government Supplier/organization/experience will be given priority.

19. Warranty & Guarantee of Product

- i. All branded / imported items must be under warranty & guarantee as per OEM (Original Equipment Manufacturer) / principal supplier / distributor etc.
- ii. In case of local product, supplier / manufacturer / distributor warranty / guarantee shall be applicable (minimum 06 months).

20. RE-BIDDING

If the procurement entity has rejected all bids under PPRA Rule, it may call for re- bidding.

21. Bid Forms, Documents & Attachments

- i. The Technical Proposal shall comprise the following forms and documents, without quoting the price:
 - a) Proposal Covering Letter (Form 1)
 - b) Affidavit (All terms & conditions and qualifications listed anywhere in the tender document have been satisfactorily vetted and agreed) (Form 2)
 - c) Evidence of eligibility of the Bidder and the Goods (Form 3)
 - d) Compliance Sheet - Evidence of conformity of the Goods to the Bid Document (Form 4)
 - e) Technical Brochures / Literature.
 - f) Details of Warranty and After-Sale Service
 - g) Project Timeline for Delivery, Assembling of chairs & related Services
 - h) Authorized representative of the Bidder.
 - i) Valid Registration Certificate for Income Tax, Sales Tax.
 - j) Bank Statement of at least last three years 2021-22, 2022-23 & 2023-24.
 - k) Evidence of Income & Sales tax paid during last three years i.e., 2021-22, 2022-23 & 2023-24.
 - l) Annual Turnover (in terms of business done) of average Rs. 4 million showing financial soundness.
- ii. The Financial Proposal shall comprise the following forms and instruments:
 - a) Financial Proposal Covering Letter (Fin Form 1)
 - b) Price Schedule (Fin Form 2)
 - c) Bid Security equal as per mentioned in this RFP.

- 22.** Bidders delivering refurbished or used items shall be disqualified & penalized and their earnest money shall be forfeited.

SECTION II
Bidding Process &
Evaluation Criteria

Section II: Bidding Process, Evaluation Procedure& Criteria of Bids

Bidding Process

Single stage one envelope bidding process will be adopted where bids will be selected after fulfilling mandatory criteria on least cost basis as per PPRA rules.

The bidding process will involve the steps along with timelines as mentioned in Bid Data Sheet.

1. To enable bidder to prepare the proposal, a list of attached document formats have been provided in Section IV- Standard Forms.
2. Any request for clarification should be initiated in writing by email and should be addressed as indicated in notices clause.
3. At any time before the submission of proposals, the Purchaser may, for any reason, whether at its own initiative or in response to a clarification requested by any bidder, modify the Documents by amendment. The clarification on bids or any amendments of the bid will be intimated to all Bidders listed with the Purchaser for this Bid in writing. The Purchaser may at its discretion extend the deadline for the submission of proposals.

Bidding Procedure for Evaluation of Bids

The bid submitted by the Bidder will be evaluated on mandatory criteria. Only those firms who fulfill mandatory criteria will qualify for further evaluation.

List of Mandatory Documents for Eligibility.

S #.	Documents.	Validity
1	Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan with minimum 05 years of same nature / relevant Experience	Valid certificate from concerned regulator/ authority required.
2	Registration of NTN with Federal Board of Revenue (FBR) and having Active Tax Payer status.	
3	Registration of General Sales Tax (GST) with Federal Board of Revenue (FBR)and having Active Tax Payer status.	
4	The bidder should have fully operational office/ Head office in Islamabad/Rawalpindi.	
5	Affidavit that firm is not Blacklisted and involved in any active litigation in Pakistan.	
7	Proof of similar completed projects for the last five years.	Completion Certificates
8	Compliance/ Data sheet shall be provided. Unless the submission of the same, bid shall be considered rejected straight away.	Compliance Sheet & Data Sheets

9	Bank Statement of the company for the last 03 years.	Bank Statement
10	Summary of Similar Contracts (Completed & Ongoing) along with proof.	

Financial Evaluation

Financial Bids of responsive bidder will be evaluated Lot wise (Revolving Chairs or Iron / Steel Racks) would be opened before the representatives who wish to attend the financial proposal opening. The lowest financial bid of the qualified bidder will be selected for award of the purchase/supply order, after fulfilling contractual obligations.

List of Items for Procurement

LOT No. 01

SPECIFICATIONS OF Office Chairs

Specification – High Revolving Chair Specifications	Quantity
<p>High Office Chair Specifications</p> <p>1. Backrest</p> <ul style="list-style-type: none"> o Made with a durable nylon material frame. o Upholstered in breathable and durable black mesh fabric. o Includes a curved headrest with a coat hanger. o Size: Backrest height – approximately 60-70 cm for full back support i.e. standard size. <p>2. Seat</p> <ul style="list-style-type: none"> o Cushioned with high-quality molded / molty foam for comfort. o Adjustable seat height with a gas lift and swivel mechanism. o Seat Dimensions: Seat width – 48-55 cm, Depth – 45-55 cm i.e. standard size. <p>3. Lumbar Support</p> <ul style="list-style-type: none"> o Adjustable lumbar back support for enhanced ergonomics. <p>4. Armrests</p> <ul style="list-style-type: none"> o 3D armrests with soft PU pads. o Features pivot, lift, and slide adjustments for versatility. <p>5. Tilting Mechanism</p> <ul style="list-style-type: none"> o Lockable revolving and tilting mechanism. o Dual-lever tilt mechanism with three-position tilting and locking options. <p>6. Base and Casters</p> <ul style="list-style-type: none"> o Aluminium base (350mm) compliant with BIFMA 5.1 standards. o Hydraulic cylinder (class 3 gas lift). o PU silent casters meeting BIFMA and DIN standards. <p>7. Test Load and Compatibility</p> <ul style="list-style-type: none"> o Tested for a load capacity of 95-110 kg (as per BIFMA standards). o Compatible with various flooring types: tile, carpet, hardwood, and concrete. <p>8. Warranty</p> <ul style="list-style-type: none"> o Comes with a one-year warranty of craftsmanship and parts. 	40

LOT No. 02

SPECIFICATIONS OF Steel / Iron Racks	Quantity
<p><u>Steel / Iron Racks (Separatable in to two and as per sample available at CPPA-G)</u></p> <p>Making & Fixing of Steel / Iron Racks with wheels (with Lock) having white paint</p> <p>Size In Inches:</p> <p>Length 6 ft. 2 inch</p> <p>Width / Depth 1 ft. 4 inch</p> <p>Height 7 ft. 6 inch</p> <p>Pipe Gauge: 18 Gauge</p> <p>Shelve: 1" x 1"</p> <p>Partition: 1" x ½"</p> <p>Iron Patti 2 mm to make shelves</p> <p>Side frame Iron Pipe 1.5 inch x 1.5 inch</p> <p>Inside Frame Pipe 1 inch x 1.5 inch</p>	20

Liquidated Damages /Penalty

- i) Wherein the Supplier entirely fails to complete deliveries as per purchase order and within the stipulated time frame specified in the Schedule of Requirements, the Contract to the extent of non-delivered portion of supplies shall stand cancelled.
- ii) After the cancellation of the Contract no supplies shall be accepted and the amount of Performance Guarantee / Security to the extent of non-delivered portion of supplies shall be forfeited.
- iii) If the Supplier fails to supply the whole consignment and not able to deliver to the destination, the entire amount of Performance Guarantee / Security shall be forfeited to the Purchaser account and the firm shall be blacklisted minimum for two (02) years for future participation.
- iv) The exact time frame for making supplies with and without penalty shall be indicated in subsequent purchase orders.
- v) In case of late delivery of goods beyond the periods specified in the Schedule of Requirements and subsequent purchase order, a penalty @ 1.0% per day subject to maximum of 10% of the cost of late delivered supply item and damages shall be imposed upon the Supplier.
- vi) No Extension in the delivery period (if any) will be considered by the Purchaser on case to case basis and strictly in accordance with PPRA Rules.

c) Incidental Services

Defect Liability Certificate

The supplier will provide DLC (on Judicial Paper) for replacement or repair of any item found faulty / below specs till at least 1 year after supply at CPPAG office.

SECTION-IV **STANDARD FORMS**

TECH FORM 1:	Proposal Cover Letter
TECH FORM 2:	Affidavit
TECH FORM 3:	Eligibility of the Bidders & Goods
TECHFORM 4:	Manufacturer/Distributor's Authorization
TECH FORM 5:	Summary of Similar Contracts/ Projects
TECH FORM 6:	Financial Proposal Cover Letter
FIN FORM1:	Price Schedule / Financial Proposal

FORM 1

Proposal Submission Form

[Location, Date]

To

Manager (HR&A) (_____)

Central Power Purchasing Agency (CPPAG), Plot No. 73 west, Shaheen Plaza, Fazl-e-Haq Road, Blue Area, Islamabad.

Dear Sir,

We, the undersigned, offer to provide the (*Office Chairs / Steel Iron Racks*) in accordance with your Bid Document dated _ (*insert date*)_ and our Proposal. We are hereby submitting our Proposal, which includes the Technical Proposal and the Financial Proposal sealed in two separate envelopes.

We undertake, if our Proposal is accepted, to provide supply of items related to the assignment.

We also confirm that the Government of Pakistan / Provincial Governments have not declared us ineligible on charges of engaging in corrupt, fraudulent, collusive or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and we are aware of the relevant provisions of the Bid Document.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature

(In full and initials)

Name and Designation of Signatory

Name of Firm

Address

FORM 2

AFFIDAVIT

I/We, the undersigned solemnly state that:

- 1) We have read the contents of the Bidding Document and have fully understood it.
- 2) The Bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
- 3) The Goods that we propose to supply under this contract are eligible goods within the meaning of all clause of the ITB.
- 4) The undersigned are also eligible Bidders within the meaning of the ITB of the Bidding Documents.
- 5) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 6) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 7) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 8) The undersigned has no dispute anywhere in the province regarding supplies.

We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

Signed

Note: The affidavit must be on judicial stamp paper by the Executive of the Firm & attested by Oath Commissioner.

FORM 3

Name of the Firm Bid

Reference No:

Date of opening of Bid.

Documentary Evidence: Eligibility of the Bidders and Goods

Required Documentation	Checklist <i>(To be initialed by the Bidder against each document)</i>	Relevant Page Numbering the Bid <i>(To be filled by the Bidder)</i>	Supporting Documents <i>(To be filled by the Bidder with name of the documents that are submitted to meet the requirement)</i>
Column:1	Column:2	Column:3	Column:4
NTN Certificate			
GST Certificate			
Affidavit (Non Black Listed)			
2 Years Bank Statement			
Manufacturer License (OEM)			
Authorize Supplier Certificate			

FORM 4

MANUFACTURER / DISTRIBUTOR'S/RESELLER AUTHORISATION¹

To: *[Name &Address of the Procuring Agency]*

WHEREAS *[name of the Manufacturer]* who are established, reputable & successful in bidding process *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Supplier/ Agent]* to submit a bid, and subsequently negotiate and sign the Contract with you against the Invitation for Bids (IFB) No. *[Reference of the Invitation to Bid]* for the goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 11 of the Instructions To the Bidders (ITB) Terms & Conditions for the goods offered for supply by the above firm against this Invitation for Bids.

Signature:_____

Designation:_____

Official Stamp:_____

¹This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid.

FIN FORM 1

Financial Proposal Submission Form (Part of Financial Bid Envelope)

[Location, Date]

To

Manager (HR&A)
Central Power Purchasing Agency (CPPAG),
Plot No. 73 west, Shaheen Plaza, Fazl-e-Haq Road, Blue Area, Islamabad

Dear Sir,

We, the undersigned, offer to provide the (*Office Revolving Chairs*) in accordance with your Bid Document dated _(insert date)_ and our Technical Proposal. Our attached Financial Proposal is for the sum of _(insert amount in words and figures)_. This amount is inclusive of all taxes and charges.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the bid/ proposal.

We also declare that the Government of Pakistan or Provincial Governments have not declared us ineligible on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and are aware of the relevant provisions of the Bid Document.

We understand you are not bound to accept any Proposal you receive.

Signed

In the capacity of:

Duly authorized to sign the proposal on behalf of the Applicant.

Date:

Authorized Signature

(In full and initials)

Name and Designation of Signatory

Name of Firm

Address

Financial Proposal
LOT No. 1 (Office Chairs)
Price Schedule
(To be provided to the Procuring Entity)

The bidder has the choice to participate in one or for both lots. It is mandatory for each bidder to Quote the Price of all items of the lot (whichever is selected) as per BOQ.

Name of the Firm:

Bid.Ref.No:

Date of opening of Bid.

Sr.	Item Name & Specification	Unit price (Rs.)	Quantity	Amount (without GST)
1.	<i>High Revolving Office Chair (As per specifications given in the RFP)</i>		40	
GST @ 18%				
Grand Total				
Note: The quantity may be increased or decreased by the Procuring Agency.				

Note:

- a)** Bidders shall price the Bill of Quantities in Pakistani Rupees only.
- b)** For all the Brands mentioned in this tender (if any), the term “equivalent or higher” is hereby added and shall be considered as per PPRA rules.
- c)** Multiple prices of an item may lead to rejection of the item/bid.
- d)** In case of any inquiry regarding specifications of any item, please visit HR & Admin Department of CPPAG during office hours 09:00 am to 05:00 pm from Monday to Friday.
- e)** Please quote the rates on our BoQ otherwise your bid/item may be rejected.

FINAL TOTAL PRICE:.....
(Both in figures and words)

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....

Financial Proposal
LOT No. 2 (Office Chairs)
Price Schedule
(To be provided to the Procuring Entity)

The bidder has the choice to participate in one or for both lots. It is mandatory for each bidder to Quote the Price of all items of the lot (whichever is selected) as per BOQ.

Name of the Firm:

Bid.Ref.No:

Date of opening of Bid.

Sr.	Item Name & Specification	Unit price (Rs.)	Quantity	Amount (without GST)
1.	Iron / Steel Racks (As per specifications given in the RFP)		20	
GST @ 18%				
Grand Total				
Note: The quantity may be increased or decreased by the Procuring Agency.				

Note:

- a) Bidders shall price the Bill of Quantities in Pakistani Rupees only.
- b) For all the Brands mentioned in this tender (if any), the term “equivalent or higher” is hereby added and shall be considered as per PPRA rules.
- c) Multiple prices of an item may lead to rejection of the item/bid.
- d) In case of any inquiry regarding specifications of any item, please visit HR & Admin Department of CPPAG during office hours 09:00 am to 05:00 pm from Monday to Friday.
- e) Please quote the rates on our BoQ otherwise your bid/item may be rejected.

FINAL TOTAL PRICE:.....
(Both in figures and words)

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....

Sample of Revolving Office Chair

