

REGISTERED/ IMMEDIATE
Heavy Industries Taxila
Project Dte ARDIC
Taxila Cantt
Tel: 051-9315589
Fax: 051-9315151
5646/ RT- 10/Proc/ARDIC
06 Oct 2022

To: M/s _____

Subject: **Tender Inquiry for Proc of Digital Refractometer**

1. You are requested to please forward your quotation for the following items. Detail of items required with terms and conditions are given below:-

S/No	Particulars/Specifications of the Stores	A/U	Qty	Remarks
1.	Digital Refractometer Country of Origin: UK, USA, Germany, Japan or equivalent to meet International Testing Standards	Nos	01	

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(Item One Only)

Instructions to Bidders

2. All documents required to evaluate technical proposal must be marked against serial no mentioned in IT and Flagged properly for identification. Index sheet to the documents attached in proposal be provided.
3. All financial documents must be audited by authorized third party registered auditor which can be verified at any stage of whole procurement/contracting process.
4. Any false statement may lead to disqualification of bidder and legal action will be taken as per PPRA rules.
5. Rates will be quoted on **FOR Taxila Cantt** basis. Offer best competitive price while submitting your quotation.
6. Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bid.
7. **Single Stage Two Envelope Procedure** will be followed. Part-I and Part-II quotations will be enclosed in separate sealed envelopes for each tender inquiry. For identification purpose, the words "**TECHNICAL QUOTATION PART-I WITHOUT PRICE**" and "**COMMERCIAL QUOTATION (PART-II) WITH PRICE**" shall be written in BLOCK CAPITAL LETTERS on the respective sealed envelopes which will be placed in a large envelope bearing complete details of the tender as under: -
Please forward your quotation not later than **28 Oct 2022** at 10:30 hours. The address on the envelope will be indicated as under: -

BID

REGISTERED

TENDER INQUIRY NO. 5646/RT- 10/Proc/ARDIC dated 06 Oct 2022
TO BE OPENED ON. 28 Oct 2022

To: PROCUREMENT OFFICER
ARDIC HIT TAXILA CANTT

FROM M/S _____
IT FOR _____

8. **Delivery of Tender:** The tender/bid will be enclosed in a sealed envelope which will be invariably marked with “Bid against Tender Inquiry No. **5646/RT-10 /Proc/ARDIC dated 06 Oct 2022**” and complete address. The tender if brought by hand, will be handed over to security staff on duty at ARDIC Gate for placing the same in bid box (available at the gate). The bid will not be brought by hand by any firm while visiting the office of Proc officer (ARDIC). Moreover if required endorsements are found missing, the bid will be liable for rejection.
9. The bid must be dropped in the bid box, latest by 1030 hours on **28 Oct 2022**, at ARDIC Gate. **The bid will be opened same day at 1100 hours** in the presence of the available representative of the firms in ARDIC HIT Taxila Cantt. **No bid will be entertained / considered after 1030 hours**, on the aforementioned date.
10. All papers must be signed and stamped and items not quoted / quoted must be mentioned clearly.
11. All clauses/terms mentioned in this inquiry will be considered accepted by the bidding firms, even if no reference to them is given in the respective offers.
12. Compliance to the Standard Bidding Documents developed by PPRA in pursuance of Sec 27 of PPRA Ordinance, 2022 read with rule 23(4) of Public Procurement Rules 2004, S.R.O 370(I)/2022 is mandatory and can be obtained from PPRA website www.ppra.org.pk.
13. **Postal order for Rs. 200/- (Rupees Two Hundred) as a tender fee, in favor of MD (ARDIC) HIT Taxila Cantt**, will invariably be enclosed with the technical offer, failing which the bid will be ignored.
14. Firms are instructed NOT to send Telex and Fax bids. Such bids/offers would not be accepted.
15. Please confirm receipt of the tender inquiry immediately and also intimate your participation or otherwise in this tender inquiry. In case any firm does not wish to bid, then it should return the tender inquiry documents at the earliest.
16. **HIT reserves its right to cancel the bidding process with reason but without any obligation to justify such a reason.**
17. The store is required to be delivered at Store Sec ARDIC, Taxila Cantt within **30** days from the date of signing of the contract.
18. The offered price quoted must be firm, final and inclusive of all taxes, packing, handling charges etc and delivery at HIT Taxila Cantt.
19. **Offers must remain open valid for 120 days** from the date of opening of the tender.
20. The store will be packed in standard grade, worthy of transportation by the means adopted.
21. This inquiry may not be taken as an indication of subsequent supply order and does not in any way commit HIT to purchase the items offered.
22. Warranty period will be one year from the date of issuance of CRV of the stores.
23. **In case of failure to supply the stores within the stipulated periods, liquidated damages (LD) at the rate of 2% but not less than 1% of amount involved per month and maximum value not more than 10% of contracted store value or a part there-of will be levied.**
24. **Payment Terms**
 - a. Payments will be made by CMA (HIT) Taxila Cantt, through cheques against pre-receipted bills (duly affixed with revenue stamps) alongwith professional tax certificates (attested photocopies) of the suppliers after delivery and acceptance of stores.

- b. **Partial payments against partial deliveries will be allowed as per deliverables / milestones finalized at contract stage.**
 - c. The payment to the registered person is linked with active taxpayer status of the Suppliers as per FBR data base. If any registered supplier is not on active Taxpayer list, his payment will be stopped till he / she files his / her mandatory returns and appears on ATL of FBR.
25. HIT reserves the right to increase / decrease the quantity of items, placed on the tender without any reference to the firm.
26. **After receipt of Letter of Acceptance, the supplier shall furnish a 5% performance bank guarantee (PBG) within 14 days, from scheduled bank in Pakistan against the total value of contract excluding taxes/duties. This bank guarantee must remain valid 12 x months after the stores are put in operation. Performance Bank Guarantee will be released on the completion of warranty period, in case the firm fails to provide a/m performance bank guarantee within the stipulated time period, the contract will be cancelled and bid security will be encashed. Moreover, the contract shall than be awarded to next best evaluated bidder.**
27. **All Firms participating in the tender will deposit an amount of Rs. 20,000/- as bid security in the shape of CDR / bank guarantee addressing in the name of MD ARDIC Heavy Industries Taxila. The bid security will be provided in original by the firms in **TECHNICAL QUOTATION** and clear mentioning of the same failing which the bid will stand rejected. The bid securities will be returned as under:-**
- a. **Unsuccessful Bidders. Within 15 days of completion/ announcement of the bid evaluation result.**
 - b. **Successful Bidders. Upon submission of 5% PBG.**
28. The net offered price will be inclusive of 17 % GST as imposed by Government of Pakistan. The offers without mentioning of 17% GST will not be considered. The GST will always be mentioned separately to the base price.
29. Defaulted or Blacklisted firms with any Govt / Semi Govt defence organization cannot participate in the bid.
30. In case of any dispute regarding the terms and conditions and the quality of stores, the decision of the MD (ARDIC)/Chairman HIT will be considered as final and binding on the suppliers/firms.
31. In case, the contracted firm fails to execute the order within the stipulated time and does not materialize the supply of ordered stores, the supply order/contract would be cancelled at the firm's risk and expense. Expenditure incurred on the re-purchase of offered stores will be recovered from the defaulting firm, under existing procedures.
32. Inspection of the store will be carried out at HIT Taxila Cantt.
33. Samples for consultation / reference will not be provided, however if drawing is available then the same may be handed over to the best evaluated bidder. **Samples are displayed in display room for the convenience of the firms.**
34. Only registered suppliers / persons who are on Active Taxpayer List (ATL) of FBR are eligible to supply goods/services to government departments. Thus the bidders will submit a certificate to this regard along with the technical bid.
35. Country of Origin: All countries except India, Israel and Taiwan are eligible.
36. In case of indigenously / locally manufactures item, the firms should have relevant experience and capacity of manufacturing these parts and should be duly qualified by Quality Control department of ARDIC HIT. Capacity for manufacturing of parts will be verified by a team ex ARDIC HIT. Through conducting of visits at manufacturing facility of the participating firm or telephonic verification.

37. In the case of FOR imported items, the firms are responsible to provide evidence of the agency agreement/certificate of conformance, principal proforma invoice (in original and without price) and OEM certificates of all the items being quoted against this tender inquiry along with countries of origin. Separate OEM certificate for each / major assembly will be provided by the firms. The firms will clearly indicate that all the parts used in the manufacturing (in case of assembling) are brand new from current production. Confirmation to fulfill technical specifications related to imported items on FOR basis must be highlighted in the technical bid.

38. Confirmation of the validity period of the quote, delivery period and warranty period.

39. Confirmation of all technical parameters specified in the IT or confirmation as per sample.

40. Confirmation of manufacturer, brand and **Approval of Advance Sample (where ever asked)** as per specifications mentioned in IT. Manufacturer brand of each item must be highlighted in the bid.

41. Manual / work instructions and consumable spares may also be provided with the equipment.

42. IT document can be downloaded from PPRA and HIT website www.hit.gov.pk.

SA
AD (Proc)
(Muhammad Aleem Ahsan)