

To: M/s \_\_\_\_\_

Subj: **Tender Inquiry**

1. You are requested to please forward your offer for the following:-

Ser	Indent No / Shop & date	Ser	Items	A/U	Qty	IT No	Country of Origin	Remarks
1.	Indent 03 dt 22 Sep 2022 Shop -K	1.	Slitting Saw Milling Cutter Size Ø 2 x 150 x 22 mm	Nos	05	IT-63	European or Equivalent	
		2.	Slitting Saw Milling Cutter Size Ø 2 x 100 x 22 mm	Nos	05			
		3.	Slitting Saw Milling Cutter Size Ø 3 x 200 x 27 mm	Nos	10			
		4.	Slitting Saw Milling Cutter Size Ø 5 x 250 x 32 mm	Nos	10			
		5.	Slitting Saw Milling Cutter Size Ø 6 x 250 x 32 mm	Nos	05			
		6.	Slitting Saw Milling Cutter Size Ø 3 x 125 x 22 mm	Nos	10			
		7.	Slitting Saw Milling Cutter Size Ø 4 x 125 x 22 mm	Nos	10			
		8.	Slitting Saw Milling Cutter Size Ø 8 x 200 x 32 mm	Nos	05			
2.	Indent 30 /Scale dt 20 Oct 2022 Shop -6	1.	A-0511 Cadmium Sulphate (Ind) 97% Min	Kg	10	IT-64	Pak/China or Equivalent	
		2.	A-0525 Light Calcium Carbonate (Ind) 93% Min	Kg	10			
		3.	A-0543 Sodium Nitrite NaNO <sub>2</sub> (Ind) 96% Min Water Insoluble Content 0.1% Max	Kg	1000			
3.	Indent 31 /Scale dt 20 Oct 2022 Store-II	1.	A-2371 Asbestos Sheet 5-6x600x900mm	Sheet	30	IT-65	Pak/China or Equivalent	
		2.	A-2201 Emery Cloth No.1/0	Doz	30			
		3.	A-2202 Emery Cloth No. 2/0	Doz	07			
		4.	A-2208 Emery Cloth No.2.5	Doz	03			
4.	Indent 32 /Scale dt 20 Oct 2022 Shop 10&14	1.	A-2594 Nickel (Ni) Pallets, Purity 99.93% Min	Kg	60	IT-66	Pak/China or Equivalent	
5.	Indent 33 /Scale dt 20 Oct 2022 Store-II Indent 33 /Scale dt 20 Oct 2022 Store-II	1.	A-0701 Paint Black Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	80	IT-67	Pak/China Or Equivalent	
		2.	A-0702 Paint Azure Blue Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	50			
		3.	A-0703 Paint White Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	100			
		4.	A-0704 Paint Yellow Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	80			
		5.	A-0706 Paint Red Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	40			
		6.	A-0708 Paint Post Office Red Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	4			
		7.	A-0709 Paint Green Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	20			
		8.	A-0713 Paint Aluminium Colour Buxly 413 or Equivalent of Berger and Paintex HG2 590-67 (Lead Free)	Ltrs	20			
		9.	A-0723 Varnish Synthetic HG2 608-67	Ltrs	20			
		10.	Paint Heat Resistance 300c Plus Andrew Paint	Ltrs	10			

6.	Indent 34 /Scale dt 20 Oct 2022 Shop-4 (TM Br)	1.	A-2561 Perpex Sheet (Black) 4'x6'x4mm	Sheet	05	IT-68	Pak/China Or Equivalent	
		2.	A-2562 Perpex Sheet (White) 6'x4'x4mm	Sheet	01			
		3.	A-2563 Perpex Sheet (Red) 6'x4'x4mm	Sheet	01			
		4.	A-2564 Perpex Sheet (Green) 6'x4'x4mm	Sheet	01			
		5.	A-2565 Perpex Sheet (Black) 6'x4'x2mm	Sheet	06			
		6.	A-2566 Perpex Sheet (White) 6'x4'x2mm	Sheet	01			
		7.	A-2567 Perpex Sheet (Red) 6'x4'x2mm	Sheet	05			
		8.	A-2568 Perpex Sheet (Green) 6'x4'x2mm	Sheet	03			
		9.	A-2569 Transparent Perpex Sheet 6'x4'x4mm	Sheet	01			
		10.	A-2427 Polythen Envelops Transparent 14x20", Weight 23gm / ft sq	Kg	100			
		11.	A-2390 Brush Steel Wire 225x40 mm 4 Row	Nos	20			
7.	Indent: 28 dt 25 Oct 2022 Shop-4 (Maint Br)	1.	Panasonic Digital Voice Over IP Exchange KX-TDA 100D (128 Extensions) a. Including Main Cabinet with power supply, Built-in UPS & Digital and Analog cards b. Master Console. c. Battery Backup for 02 hours. d. Cable layout as per drawing and underground digging will be carried out by the firm. e. Distribution Box in each shop according to layout diagram. f. Installation & Commisiong will be carried out by the firm.	Set	01	IT-69	Pak/China Or Equivalent	Firm to provide technical data at technical stage. Offer without technical data will be rejected.
8.	Indent: 29 dt 28 Oct 2022 Shop-4 (Maint Br)	1.	Band Saw UE-250A H=250mm W=450mm Cutting capacity 10" Round. Blade Size 27mm x 0.9 x 3300 mm Motor Capacity 2HP 45 Angular Cuts 190mm x 250mm	No's	01	IT-70	Pak/China Or Equivalent	

### **INSTRUCTION TO BIDDERS ON SUBMISSION OF BIDDING DOCUMENTS**

- Rates will be quoted on FOR Taxila Cantt basis. Offer best competitive price" **MOST ADVANTAGEOUS BID ON LEAST COST METHOD**" while submitting your quotation.
- Over writing/incomplete/unstamped and cutting of any nature in the quotation will not be accepted /entertained.
- Do not quote more than one brand or any other items except our demand; no action wil l be taken if received.
- Bidding Process (Single Stage-Two Envelope)**
- Tender shall be submitted in accordance with Single Stage One Envelope Bidding Procedure of Public Proc Rule-2004 where under the bid shall comprise
  - A Single Package (duly sealed) containing one envelope.
  - Each bid shall comprise one single envelope containing separately **Commercial Quotation** and **Technical Quotation**. All bids received shall be opened and evaluated in the manner prescribed in the bidding documents.
  - The Technical and Financial proposal of the bids shall be opened publically at a time and venue announced and communicated in the bidding document.
  - Your bid prepared accordingly, should be submitted in a sealed cover and mention Tender inquiry No on it. Forward your quotation not later than **24 Nov 2022 at 1030 hrs.**

#### **BID ENVELOPE FORMAT**

TENDER INQUIRY NO. 8600/IT- 63 to IT-70 /Proc-D dated 07 Nov 2022  
TO BE OPENED ON **24 Nov 2022 at 1100 hrs**  
FROM MS \_\_\_\_\_  
To: DAD Procurement DESCOM (Factory)

#### **TECHNICAL QUOTATION FORMAT**

S/No	Nomenclature / Description	A/U	Qty	(xxxx)
<b><u>COMMERCIAL QUOTATION FORMAT</u></b>				
S/No	Nomenclature / Description	A/U	Qty	Unit Price With GST

7. The date of **Opening of bids** and the last date for the submission of bids shall be the same. Bids shall be opened at the time **24 Nov 2022 at 1100 hrs**. The bids shall be opened at least thirty minutes after the deadline for submission of bids/Quotation (as per PPRA Rule-28 i) at Conference Room of Descom Factory.

(a) **GST & NTN should be mentioned on Technical, Commercial quotation, Otherwise offer will be ignored / Rejected by the CA.**

#### **Delivery of Tender**

8. The Tender / bid will be enclosed in a sealed envelope which will invariably marked with 'Bid against Tender Inquiry and Complete address. The Tender if brought by hand, will be handed over to security staff on duty at HRF (T) Gate-1 for placing the same in the bid box (Proc Sec DESCOM Factory). The bid will not be brought by hand by any firm while visiting the office of DAD Proc. Moreover if required endorsement are found missing, the bid will be liable for rejection.

#### **Deposit of 5% Performance Bank Guarantee (BGs Against Contract till Warranty Period)**

9. **All Firms participating in the tender will deposit 2% bid security of total quoted value in the shape of CDR/BG addressed to MD DESCOM, Heavy Industries Taxila. The bid security instrument shall be enclosed by the firm in Commercial offer. A separate certificate that 2% bid money is enclosed in the Commercial offer will be provided along with the technical offer.**

10. **The bid securities of an successful bidder will be returned within 14 days after issuance of the bid evaluation report, whereas the bid security money of the successful bidder will be returned upon submission of 5% performance bank grantee (CDR).**

11. The successful bidder shall furnish a (5% for Registered firms in HIT) Bank Guarantee within one month from the date of signing of the contract from scheduled bank in Pakistan against the total value of contract excluding Taxes / duties in the shape of CMA HIT Taxila Cantt. This Bank Guarantee must remain valid for 12 x months after the store are put in operation. BG will be released after completion of warranty period of store .i.e One year (Min).

#### **General Conditions**

12. All clauses/terms mentioned in this inquiry will be considered accepted by the firm in case no reference to them is given in the offer.

13. **Info Tender fee** in the shape of cash / **Postal Order for Rs.200/- (Rupees Two Hundred)** valid as per Postal Order reverse side instructions ser-3 in favour of Managing Director, HIT Taxila Cantt will invariably be enclosed with the **technical quotation** against each tender inquiry separately, failing which the quotation will be rejected.

14. Firms are instructed not to send Telex and Fax quotations. Such quotations/offers will not be accepted.

15. **Firm will be required to provide Sample as and when required on "No COST No OBLIGATION Basis".**

16. HIT reserves its right to cancel the bidding process with reason but without any obligation to justify such a reason.

17. The stores are required to be delivered at Taxila Cantt (HIT DESCOM Factory) within contract period from the date of signing the contract.

18. Offered price quoted **must be final** and inclusive of all Taxes, packing, handling charges, Installation & Commissioning charges if required.

19. Offers must remain valid for **120 days** from the date of opening of the tender. In case of validity of offer not defined / less than 120 days by the firm, then offer will be considered validity **120 days** by this org.

20. 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.

21. Warranty period will be **one year** from the date of issuance of CRV of the stores.

22. In case of failure to supply the stores/machine items within stipulated period **liquidated damages** at following rate of 2% but not less than 1% of Contract amount per month (with max value not more than 10% of Contracted store value or a part thereof) will be levied.

23. HIT reserves the right to increase/decrease the quantity of items, placed on the tender without any reference to the firm.

24. The net offered price must be inclusive of all / taxes as imposed by Government of Pakistan. The offers without mentioning of any taxes will be **considered inclusive** of taxes as imposed by govt of Pakistan against **store / services**.

25. In case of any dispute regarding the terms and conditions and the quality of stores, the decision of the Chairman HIT will be considered as final and binding on the suppliers/firms.

26. In case your firm fails to execute the order within the stipulated time and does not materialize the supply of ordered stores, the supply order/contract will be cancelled at your **Risk and Expense**. Expense expenditure incurred on the repurchase of offered stores will be recovered from your firm under existing procedures.

27. Inspection of the stores will be carried out at HIT Taxila Cantt.

28. If the store does not fulfill the tender requirements/standard specifications after being **LOWEST** then the **next lowest offer** will be considered. HIT may rejects all bids or proposals at any time prior to the acceptance of a bid or proposal. The HIT shall upon Request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposal, but is not required to justify those grounds.

29. **Conditional offers will not be accepted.**

30. In case of **electrical and electronics** equipment warranty period may also be mentioned in technical quotation irrespective of prices (otherwise warranty period will be consider 1x year).

31. In case you do not wish to quote the rates please return the tender documents duly signed and stamped at your earliest.

32. Firms having excellent past record of supply / experience with DESCOM Factory as far as quality and timely provision of store is concerned will be given preference.

#### **COUNTRY OF ORIGIN**

33. All countries of origin acceptable except India, Israel and Taiwan.

#### **TERMS OF PAYMENT**

34. Payment will be made by the CMA (HIT) Taxila Cantt against pre-receipted bill (duly affixed with revenue stamp) along with professional tax certificate (Photo copy attested) of the supplier after delivery and acceptance of stores.

35. Part payment of part delivery is allowed.

36. The payment to the registered persons may be linked with the active taxpayer status of the suppliers as per FBR database. If any registered supplier is not in ATL his payment should be stopped till the files his mandatory returns and appears on ATL of FBR.

37. No Advance payment in any condition.

38. Bill will be processed after the date of accepted store and CRV. (Subject to condition functional test for electrical /Electronics store).

39. Bill will be processed after received of acceptance on the basis of complete installation / up gradation and commissioning of subject machine by user.

**ELIGIBILITY CRITERIA**

40. No firm will quote more than **1xbrand otherwise Quotation will be consider rejected / ignore** at bidding stage. (Technical opening)

41. Offers of those firm will be **rejected** which is still having ending supplies of the contracted stores **beyond respective DPs** against previous contracts and return of sample issued against previous contracts of DESCOM.

42. Non mentioning of **country** and **Brand** in Quotation then Quotation will be rejected in technical scrutiny.

43. In case of indigenously locally manufactured items, should have capacity to manufacture desired number of parts. Capacity for manufacturing of parts will be verified by team ex DESCOM during Technical scrutiny of offers **if required**.

44. Confirmation of Delivery of store is **45 x days** after signing of contract which may be confirmed in technical quotation otherwise offer will be rejected at the time of opening of technical quotation.

45. Firm should not be black listed or defaulted any ware within or outside Pakistan this regard firm should provide " No Black Listing / defaulting Cert" (affidavit on Judicial stamp duly attested by notary public to be provided).

46. Only registered supplier / person who are on Active Taxpayer List (ATL) of FBR an eligible to supply goods/services to government departments. Thus the bidders will submit certificate to this regard along with technical **bid**.

47. Professional / Trade Tax clearance certificate for CFY 2022-2023 duly stamped by Excise & Taxation department may be provided with Technical Quotation by the Bidder.

48. Firm with excellent record of supply / past experience with DESCOM as far as quality and timely provision of store is concerned will be given preference. Participating firms should not have defaulted in any contract with defense Organization.

**EVALUATION CRITERIA**

49. Firm quoted specs must be 100% same as demanded in IT otherwise rejected in technical evaluation.

50. Expertise may be determined on the basis of general/Specific Experience and past Performance (may be demanded if required by HIT).

AWM  
DAD Proc (D)  
(Engr. Muhammad Farhan)