



Office of the
CONTROLLER MILITARY ACCOUNTS
(PENSIONS)

CMA Complex, Lahore.

Tel: +92-42-99220361, Fax: +92-42-99220245

Email: cmap@pmad.gov.pk

No.AN/Pen/089/T.01/2023-24/DCS

Dated: 08 -04-2024

TENDER NOTICE

Sealed tenders/bids are invited for purchase of following items for office of the Controller Military Accounts (Pensions), Lahore Cantt from well reputed and interested parties/suppliers/dealers/manufacturers etc. who are registered with and are on Active Taxpayers List of the Federal Board of Revenue/Provincial Tax Authorities.

Sr. No.	Name of Items	Quantity (In Nos)
1	Desktop Computer with LED	70
2	Digital Camera Scanner with Platform	70
3	Laser Printer (Heavy Duty)	04
4	Iron Racks	297
5	Tables with Chairs	40

2. Specifications of items to be procured and terms & conditions of tender, in brief, will be provided with the tender documents which can be obtained from Admin Section of this office on payment of Rs.2,000/- as tender fee (non-refundable) on any working day during office hours.

3. Bids shall be opened in accordance with rule 36(b) of Public Procurement Rules, 2004 i.e. single stage – two envelope procedure. Bids must reach in Admin Section of this office by **30-04-2024** at **12 pm**. Technical bids shall be opened on the same date at 12:30 pm and financial bids of technically acceptable bids shall be opened on **02-05-2024** at 12 pm in the presence of Station Purchase Committee, Technical Evaluation Committee and representatives of bidders (who choose to attend) in office of the CMA (P), CMA Complex, Lahore Cantt.

4. Interested bidders may deposit item-wise bid security as per the following detail in the shape of Call Deposit Receipt (CDR) issued by any Scheduled Bank in favour of Controller Military Accounts (Pensions), Lahore Cantt:-

Sr. No.	Name of Items	Amount of Bid Security Required (Rs)
1	Desktop Computer with LED	500,000/-
2	Digital Camera Scanner with Platform	160,000/-
3	Laser Printer (Heavy Duty)	30,000/-
4	Iron Racks	440,000/-
5	Tables with Chairs	35,000/-

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5. Bidders may quote rates against all or one or more items under tender against which they intend to quote.

6. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submits the bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.


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TERMS & CONDITIONS FOR TENDER REGARDING
PURCHASE OF IT EQUIPMENTS & FURNITURE ITEMS

Time & date of receiving of bids: 30-04-2024 at 12:00 P.M
Time & date of opening of technical bids: 30-04-2024 at 12:30 P.M
Time & date of opening of financial bids: 02-05-2024 at 12:00 P.M
Place of opening of bids: Office of the CMA (P), Lahore Cantt.

INSTRUCTIONS TO BIDDERS

1. The following documents should be submitted at the time of purchase of tender documents:
 - a) Application for issuance of tender documents.
 - b) Attested copy of CNIC of supplier/contractor.
 2. The following documents should be submitted with the tender form/bid/quotation:
 - a) Complete name of the firm, its mailing address, e-mail (if any), telephone and fax number etc.
 - b) Attested copy of CNIC of supplier/contractor.
 - c) Copies of Income Tax and Sales Tax Registration Certificates.
 - d) Interested bidders may deposit item-wise bid security as per the following detail in the shape of Call Deposit Receipt (CDR) issued by any Scheduled Bank in favour of Controller Military Accounts (Pensions), Lahore Cantt:-

Sr. No.	Name of Items	Amount of Bid Security Required (Rs)
1	Desktop Computer with LED	500,000/-
2	Digital Camera Scanner with Platform	160,000/-
3	Laser Printer (Heavy Duty)	30,000/-
4	Iron Racks	440,000/-
5	Tables with Chairs	35,000/-
 - e) Proof of previous experience.
 - f) Copy of Professional Tax Certificate valid up to 30-06-2024.
 - g) An affidavit by the owner of firm on stamp paper stating therein that I am the Executive of the firm, my firm is not blacklisted by any Government/Semi Government Department and my firm is on the Active Taxpayer List (ATL) of Federal Board of Revenue/Provincial Tax Authorities.
3. Bids shall be opened in accordance with rule 36(b) of Public Procurement Rules, 2004 i.e. single stage – two envelope procedure. Two envelopes should separately be marked as “TECHNICAL PROPOSAL” and “FINANCIAL PROPOSAL” in bold and legible letters. Envelopes of “TECHNICAL PROPOSAL” and “FINANCIAL PROPOSAL” will be enclosed in a single outer envelope.
4. Incomplete offer i.e without above-mentioned documents(s) will not be entertained.
5. Procurement process shall be governed in accordance with Public Procurement Rules.
6. Rates shall be quoted including all applicable taxes i.e. GST etc (where applicable).
7. Bids shall remain valid for 90 days.
8. Documents with cutting or overwriting shall not be accepted.
9. Bids should be sealed in the envelope having tender number and name of the firm.

10. The bid shall be signed by the bidder or a person or persons duly authorized to sign on behalf of the bidder. The authorization shall consist of a written confirmation and shall be attached to the bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
11. No tender will be issued on the date of opening of tenders.
12. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency 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.
13. The decision of the Competent Authority/Purchase Committee cannot be challenged in any court of law.
14. The supply/installation must be made strictly according to the descriptions/specifications.
15. Supply/installation should be made within 20 days after issuance of supply order.
16. In case of delay in supply, the competent forum may extend the delivery time on valid grounds or may impose penalty as per rules.
17. Refusal of supply/substandard supply/late supply will not be accepted and the bid security of the firm will be forfeited in favour of CMA (Pensions) Lahore Cantt or the firm will be blacklisted, or both.
18. Successful bidder shall furnish performance guarantee @ 05% of the contract/supply order value in the shape of Call Deposit Receipt (CDR) issued by a Scheduled Bank in favour of Controller Military Accounts (Pensions), Lahore Cantt with supply of item(s)/delivery challan and that will be retained till expiry of warranty/guarantee period (warranty/guarantee period will be calculated from date of completion of delivery/installation of items).
19. Parties will supply/install the item(s)/article(s) in the office of CMA (Pensions) Lahore Cantt at their own cost.
20. The payment will be made after the inspection of items.
21. Payment will be made through cross cheque in the bank account provided by the successful bidder(s)/supplier(s).
22. The bid security of the unsuccessful bidder(s) will be released on written request after 15 days of the opening of tender.
23. The bid security of the successful bidder will be held as security and will be released on completion of the supply/installation.
24. Quantity may be increased or decreased subject to availability of funds/approval of competent authority.


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