

BIDDING DOCUMENTS



Procurement of LED, Fridge, Oven & Bed Sheets

Punjab Thermal Power (Pvt.) Limited
Ground Floor, 7/C-1, Gulberg-III, Lahore
Phone No.: 042-35711278-80 Fax No.: 042-3570939



PUNJAB THERMAL POWER (PVT.) LTD.

Ground Floor, 7-C-1, Gulberg III, Lahore.

INVITATION TO BID

Procurement of LED, Fridge, Oven & Bed Sheets etc.

Punjab Thermal Power (Private) Limited (“PTPL”) invites sealed bids from eligible bidders for the procurement of LED, Fridge, Oven & Bed Sheets at its project site at Jhang as detailed below:

Sr No.	Description of Item	Specification	Quantity	Total Estimated Price
1	LED	As per Sample	8	600,000
2	Room Fridge	As per Sample	9	445,500
3	Fridge	As per Sample	2	234,000
4	Oven	As per Sample	2	96,000
5	Mattress Medium (78*42*5)	As per Sample	16	312,000
6	Mattress Large (78*66*5)	As per Sample	7	280,000
7	Bed Sheets Single Bed	As per Sample	32	112,000
8	Bed Sheets Double Bed	As per Sample	14	77,000
9	Pillow	As per Sample	25	60,000

- Sealed bids are invited from eligible bidders registered with the income tax and sales tax departments / relevant authorities and who are authorized distributor/dealer of the items mentioned above. Interested bidders may download the Bidding Documents for review, available on the websites of Punjab Procurement Regulatory Authority (PPRA) i.e. <http://www.ppra.punjab.gov.pk> and the website of PTPL i.e. <https://www.punjabthermal.com>.
- Bidding Documents can be purchased upon payment of a non-refundable fee of **Rs. 500/-** from the address given below during office hours, immediately after the publication of this advertisement.
- **Single Stage One Envelope** procurement procedure, as per Punjab Procurement Rules, 2014 will be followed for procurement of the above-mentioned Items. The bidders will be required to give Financial Proposal inclusive of all taxes and charges for supply & installation of above-mentioned Items. Omissions of any item in the Financial Proposal will lead to rejection of the bid.
- **Bid Validity** period will be 180 days.
- All bids must be accompanied by:
 - (i) A Bid Security of PKR 50,000/- which is within 5% of the estimated price in the shape of CDR / Bank Guarantee in favor of PTPL.
 - (ii) Active NTN & GST Certificate of FBR or other relevant authorities such as PRA, etc.
 - (iii) A certificate/undertaking on stamp paper of relevant value that the Bidder or its firm/company is not blacklisted by any Government or Semi-Government Department/entity e.g. PPRA, FBR, PRA, etc.
 - (iv) Other documentary requirements are mentioned in the Bidding Documents/TORs.
- Bids must be delivered at the address given below on or **before 16th September 2022 till 11:00 AM**. Bids will be opened on the same date at **11:30 AM** in the presence of bidders’ representatives who choose to attend at the address given below. Late bids will be rejected and returned unopened to bidders.

Manager Administration

PUNJAB THERMAL POWER (PVT.) LIMITED

Ground Floor, 7-C-1, Gulberg III, Lahore.

Phone Number: +92 42 35711278-80



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BID DOCUMENTS FOR PROCUREMENT OF LED, FRIDGE, OVEN & BED SHEETS ETC FOR SITE OFFICE OF PUNJAB THERMAL POWER (PRIVATE) LIMITED (PTPL)

INVITATION TO THE BIDDER

1. Introduction

- Punjab Thermal Power (Pvt.) Limited (PTPL) initiates the procurement process in line with the provisions of Punjab Procurement Rules, 2014 (“PPRA Rules”) for the procurement of LED, Fridge, Oven & Bed Sheets at the fixed rate quoted by the Successful Bidder. The requisite Items along with estimated prices are mentioned in Table 1 hereunder:

Table 1

Sr No.	Description of Item	Specification	Quantity	Total Estimated Price
1	LED	As per Sample	8	600,000
2	Room Fridge	As per Sample	9	445,500
3	Fridge	As per Sample	2	234,000
4	Oven	As per Sample	2	96,000
5	Mattress Medium (78*42*5)	As per Sample	16	312,000
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7	Bed Sheets Single Bed	As per Sample	32	112,000
8	Bed Sheets Double Bed	As per Sample	14	77,000
9	Pillow	As per Sample	25	60,000

All the requirements and quantities of the Items are briefly described in Table 1, whereas PTPL shall have the right, at its sole discretion, to increase or decrease the quantity of any or all Item(s) without any change in unit price and/or other terms and conditions at the time of placement of the purchase order.

2. Eligible Bidders

- Bidders who are active taxpayers and have NTN & GST registration certificates shall be eligible to participate in this bidding process. As proof of being an active taxpayer, a copy of Active Taxpayer List (ATL) showing the name and details of the bidder must also be furnished.
- Bidders should not be disqualified or blacklisted by any Government (Federal, Provincial), a local body or a public sector organization. An undertaking to this effect in the form provided at FORM-C is to be provided by the Bidders.

3. Bid Security

Each bidder shall submit Bid Security of PKR 50,000/- in the form of a Bank Guarantee / Call Deposit Receipt (CDR) in favor of “Punjab Thermal Power (Pvt.) Limited” which is within 05% of the total estimated cost i.e. 2,216,500/- of the Items.

4. Procurement Procedure

- The bidding procedure shall be ‘**Single Stage One Envelope**’ as per Rule 38(1) of the PPRA Rules. The Bid shall be a singly package containing both of the Technical Bid and Financial Bid.



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- ii. Interested bidders may participate in an open competitive bidding process; and the Successful Bidder will be selected by the Least Cost Method.

5. Bid Submission

- i. The Proposal of a Bidder must include a complete set of all documents required for the bidding mentioned in the Bidding Documents (**Form-A**) and duly filled Financials Proposal in the prescribed format given in the Bidding Documents (**FORM-B**). The Bidders will be required to give its Proposals along with all information and the mandatory required documents for above mentioned Items. Omission of provision of required documents will lead to rejection of the Bid.
- ii. All Bids shall be submitted in Pak Rupees only.
- iii. All Bids quoted and submitted shall be inclusive of all applicable taxes, levies, transportation and installation costs.
- iv. All Bidders shall submit Bids in a sealed envelope, on or before the closing date i.e. 16th of September, 2022 at 11:00 AM (**Bid Submission Deadline**) at the prescribed address of PTPL Head Office. Bids shall be opened publicly by PTPL after 30 minutes of the closing date and time in the presence of the Bidders or their Representatives who may choose to be present.
- v. The bidders must provide all documents/information required under the Bidding Documents including documents mentioned in the **Form-A & B. The Bid Security must be placed in envelope with Proposals.**

6. Bid Validity

- i. Rates quoted in Bids must be valid for 180 days from the Bid Submission Deadline.

7. Bid Opening

- i. The Proposals shall be opened at the given time and place in the presence of bidders or their representatives who may choose to be present.
- i. All Bids submitted in conformity with the Bidding Documents and contains the information, data and documents as required herein i.e. Form-A to Form-D, shall be considered as 'Responsive Bids.'
- ii. Subject to technical satisfaction and validity of the Bids, the Least Cost Method will be followed for the selection of Successful Bidder.

8. Return of Bid Security

- i. The Bid Security will be returned to the non-responsive, disqualified or unsuccessful bidder(s) after the issuance of Purchase Order to the Successful Bidder.

9. Evaluation of the Bids & Successful Bidder

- ii. PTPL shall open the bids at the given time and place. The lowest submitted price / bid will be considered for the selection of the Successful Bidder. No downward deviation from the samples approved by PTPL will be accepted in the items which are to be supplied by the successful bidder. All samples will be available in at the office of PTPL for inspection of address given in the bidding documents after the uploading of the tender.



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- iii. All supplies will be accepted only if those are fully in compliance with the requirements.

10. Delivery of the Items

- i. Upon issuance of Purchase Order by PTPL, the Successful Bidder shall supply the Items as per approved sample as given in the Bidding Documents within provided time-frame. The Successful Bidder will bear all the expenses regarding delivery & installation of above-mentioned items.
- ii. The Successful Bidder will supply the required Items not later than 15 days of the issuance of Purchase Order.
- iii. In case of non-delivery of the above-mentioned items, PTPL has the right to forfeit the Bid Security and terminate the Purchase Order.

11. Performance Guarantee

At the time of payment against Invoice, 10% payment shall be withheld as Performance Guarantee for one year and will be returned after lapse of said period. The guarantee period shall start from the date of installation / delivery / assembly of the items at PTPL Head Office.

12. General Conditions

- i. The Bidder should have a registered office in Lahore at the date of submission of Bid. Sufficient local and relevant resources must also be available in the said office to cater for all the after-sales support and services.
- ii. PTPL can accept or reject all Bids without assigning any reason at any stage as per PPRA Rules.
- iii. All Bids received late, found incomplete, unsigned, ambiguous, conditional, or over-written will not be accepted and shall be rejected without evaluation.
- iv. The scope of this procurement process shall include the supply of the Items, delivery and assembly as specified. No downward deviation will be accepted, and any such deviation will lead to disqualification/ technically non-responsiveness of the bidder.
- v. The warranties and support services shall be in the name of PTPL, for the Items supplied under the Purchase Order.
- vi. Payments shall be made after the clearance by PTPL's representative who is responsible for the inspection of the goods.
- vii. Taxes will be deducted as per applicable Government Rules / Policy.
- viii. Without prejudice to any other rights and remedies available to PTPL, the Performance Guarantee shall be forfeited by PTPL, on the occurrence of any/all the following conditions:
 - If the Supplier commits a default under the Purchase Order.
 - If the Supplier fails to fulfill any of the obligations under the Purchase Order



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or Bidding Documents.

- If the Supplier violated any of the terms and conditions of the Purchase Order or Bidding Documents.



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FORM-A

MANDATORY REQUIREMENT ELIGIBILITY EVALUATION CRITERIA

The Bidders shall be required to provide the following information/documents, which are mandatory along with the technical proposal:

1. CNIC (Copy) of the Authorized Representative of Bidder
2. Bid Security in form and value prescribed under the Bidding Documents
3. Blacklisting Certificate on a stamp paper duly attested by the Oath Commissioner
4. Income Tax Registration Certificate
5. Sales Tax Registration Certificate
6. Bidding Documents attested by the authorized representative of the Bidder
7. Application on the Letter Head of the Bidder (Company or Firm) with Address, Contact No. etc.
8. Letter of Authorization of person representing the Bidder

FORM-B



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FINANCIAL PROPOSAL

Name of Firm:
GST. #
Income Tax #
Name of Firm Owner/ Representative:

Sr No.	Description of Item	Specification	Quantity	Per Unit Rate (Inclusive of All Taxes)	Total Rate (Inclusive of All Taxes)
1	LED	As per Sample	8		
2	Room Fridge	As per Sample	9		
3	Fridge	As per Sample	2		
4	Oven	As per Sample	2		
5	Mattress Medium (78*42*5)	As per Sample	16		
6	Mattress Large (78*66*5)	As per Sample	7		
7	Bed Sheets Single Bed	As per Sample	32		
8	Bed Sheets Double Bed	As per Sample	14		
9	Pillow	As per Sample	25		
Total					

Note: Amounts shall be inclusive of all applicable taxes, duties, transportation and installation charges, etc.

Signature:
Name:
Stamp:
Date:



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FORM-C [Undertaking Form]

PUNJAB THERMAL (PRIVATE) LIMITED
Ground Floor, 7-C1, Gulberg-III
Lahore, Pakistan.

[Date]

Undertaking of Eligibility / Non-Blacklisting

I/We, *[Bidder Name]*, do hereby affirm and undertake that *[Bidder Name]* has neither been blacklisted nor disqualified by any of the procuring agency, federal and provincial departments, government or semi-government department, or any other authority/ organization/ autonomous bodies, as of the date of the submission of the Bid.

Truly Yours,

[Name of authorized signatory]

[Signature of authorized signatory]