

INVITATION FOR BIDS (TENDER NOTICE)

The Headmasters Government Special Education Centre Darya Khan going to advertise a tender Notice for current financial year 2021-22 towards the cost of procurement of uniform for 170 students enrolled in this Centre. It is intended that part of the proceeds of this budget to the tune of estimated procurement cost i.e. two million only will be applied under the contract to purchase uniform summer and winter for special students. Therefore, this Office invites sealed bids from eligible bidders / well reputed firms having established credentials in extent of technical, financial and managerial capabilities for this procurement as well as registered with Federal Board of Revenue for Income Tax & Sales Tax. Detail is tabulated below:-

Sr.	Quantity	Last Date and Time For		Date and Time for Opening Tender	Amount of Bid Security / CDR (5% of estimated Procurement Cost)
		Issuance of Tender Form Up to	Receiving Tender Form		
1	03-Uniforms for each student and quantity subject to supply Order	From Date of Advertisement	10-09-2021 10:00 A.M	[Technical Bids on 10.09.2021 At 11:00 am] [Financial Proposal as per clause 38 (2) (a) (vii) of PPRA Rules- 2014 (as amended up to August-2020)]	Rs. 80,000/- Eighty Thousands Rupees Only

All the procuring procedure shall be governed by the Punjab Procurement Rules-2014 (covered under amendments up to August-2020) as well as corresponding circulars / notifications for procurement issued by PPRA shall also be taken into exercise. The procuring agency under clause 35 of these rules may reject all bids or proposals any time prior to the acceptance of same. However, the procuring agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not justify those grounds. Pursuant to Clause 38, sub-clause 2(a) of said rules also; single stage double envelope mechanism will be applied for this procurement.

- Interested firms / bidders may obtain tender forms / bidding documents after publication of this notice during only working days and office hours by payment of Rs.1000/- (Rupees: One thousand Rupees only) Paid to **A/C-V CO2814** verified by account Office in as tender fee (non-refundable) accompanied with requisition / application on letter pad of firm or written by bidder after observing the following conditions carefully. Furthermore, all the prerequisites / ITBs (General & Special Instructions) mentioned in tender form shall also be taken into account alongside citations of this tender notice.
- The firm should not be debarred / black-listed by PPRA or any other procuring agency and no litigation should underway on account of blacklisting process. Affidavit to the effect on legal stamp paper at least of Rs.100/- would require to be furnished [according to annexure-D of tender form] also with assertion that **prices quoted in Financial Proposal are not over-plus as compare to current / customary rates of market**. Save as otherwise provided, consequent upon audit observation or even at later stage, if cost deviation found (in terms of overcharging), the firm will be responsible to refund / payback full difference.
- The officer opening the tender shall reject the tender which does not bear the stamp and signature of the issuing official and which is not submitted by the same contractor to whom the tender form was issued. (This page is to be filled in by the issuing official)
- Bid submission, receiving and opening are subject to the parameters / manners as well as schedules thereto mentioned in tender form.
- Sealed bids should be addressed and communicated to this Office through registered post / courier / by hand on or before closing date and time as scheduled above. Technical & Financial bids will be opened in this Office in presence of bidders or their authorized representatives (having full authorization to make decision on behalf of owner) who choose to be present on above stated fixed date and time. However, offers received after stipulated time frame or without requisite documents (as mentioned in tender form) shall not be considered. The financial offers by technically unsuccessful firms will be returned on the expiry of grievance period or decision of complaint (if any filed by non-responsive bidder) whichever is later.
- Bid security / earnest money @ 10% i.e. Rs.80000/- (Eighty Thousands Rupees Only) in form of Bank Guarantee (preferably) or otherwise CDR (from a Scheduled Bank of Pakistan) should be in favor of this Office which is required to be annexed with the Technical Proposal, if found devoid of same or other all requisite documents mentioned in tender form, then offer would unannouncedly be rejected being non-responsive.
- The bidders are required to quote their final / emulous rates in mediated terms of pragmatic and prevailing market prices as no negotiations are expected.
- All taxes into force by Government will be deducted as per rules thereof. So, NTN and Sales Tax Registration Certificates shall require to be furnished by firm.
- Individual measurements / sizing of students will be carried out by successful bidder. Uniform items are required to be supplied in single (per student packet) tagged with student name & class under free delivery to consignee's end basis.
- Rates of uniform items should be inclusive of all taxes into force. Prices shall be quoted in Pak Rupees.
- Financial proposal shall not be accepted, if found therein interlineations, cutting, erasures or overwriting committed by bidder. Photocopy of tender form is also not acceptable.
- Bill payment will be made through the District Accounts Office BHakkar. Thus the procuring agency (after submission of final bill) shall not be Responsible for any delay on part of Treasury Office.
- In case, if firm fails to complete requisite supply within prescribed time frame, Late Delivery Charges [as mentioned in ITBs] shall be austerey entailed / imposed without weigh of any excuse / ground / situation or whatsoever reason proffered by bidder to evade him.
- If the technical committee during inspection of supplied stock found any item(s) substandard, the bidder shall be responsible to replace the same. Otherwise defected items shall not be counted as portion of supply and cost of substandard / defected item(s) will be deducted from bill.
- Requisite procurement is purely dependent upon flux in enrolled strength as well as availability of budget for the purpose. So, procuring agency at any stage may amend / change quantity than advertised fraction. Consequent thereupon, consignment else to supply order shall be meant / presumed for expenses incurred and risk ventured by bidder / firm solely and shall be treated as apart from contract. Therefore, the procuring agency shall not be responsible to purchase surplus stock.
- Bidding documents for this procurement are also available on the website of PPRA (www.ppra.punjab.gov.pk) which may be downloaded free of cost.
- However, the bidder (at time of submission of bid) shall bound to pay bid price i.e Rs.1000/- (Rupees: One thousand Rupees only) Paid to **A/C-V CO2814** verified by account Office in prospect of tender fee.
- Pursuant to clause 56 of PPRA Rules-2014 (as amended up to August-2020) and in order to secure / safeguard the conformity of procurement drive, the successful bidder shall liable to furnish **PERFORMANCE / BANK GUARENTEE** i.e. **10%** of contract amount before issuance of supply Order by this Office for the purpose.
- Validity period of Bid Security / Earnest Money shall be termed with bid validity period.
- If contractor fails to complete supply within delivery period (as prescribed in tender form) the contract shall stand cancelled automatically and the bidder at fault will be penalized accordingly.
- Any in-service Govt. Employee having registered firm in his name or any contractor having blacklisted credentials as part of his firm; in both cases, until appropriate rule / law / policy substantiate the same, they directly or **even indirectly (by using resources of any other firm or being representative)** will not be considered eligible to participate in procurement process. In this regard, condition is available in sample draft of Affidavit (Annexure-D of tender form).
- Any bidder / contractor / firm authorize a person to act as representative / on behalf of firm; an Authority in favor of that person is required to be furnished over a legal stamp paper (50 Rupees value) and format thereof is included in bidding documents.
- If Govt. of the Punjab / Special Education Department ordain to stop Office working due to COVID-19, the procuring agency according to situation, shall inform (in writing) to all the participating bidders about further treatment of this procurement drive under rules / directions without any separate announcement through PPRA.
- Uniform Sample must provide along with the submission of Technical bid. Sub-Standard and low Quality Sample will be rejected as well Technical Bid.

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