

From,

**Chairman Tender Committee  
Livestock Production Research Institute,  
Bahadurnagar, (Okara).**

**TO All GST Registered Firms**

**INVITATION TO BID NO. 07 /LES/2020-21**

Dear Sir/Sirs,

You are hereby invited to submit your bid for the store as detailed in the Schedule to this invitation to bid, subject to the conditions laid down hereunder and given in the Schedule. The contract resulting from this invitation to bid shall be governed by the general Conditions of Contract and the special Conditions contained whatever applicable. The bidder quoting against this invitation to bid shall be deemed to have read and understood the conditions there of and particulars of this store required and their specifications etc.

1. The bidder shall quote on the prescribed schedule to this invitation to bid on the basis indicated therein and shall sign the certificate given therein to the effect that the store shall be supplied exactly in accordance with the requirement specified in the schedule. In case there is any deviation it should be clearly stated by bidder otherwise, it will be presumed that offer is strictly in accordance with the requirement of the bid noted.
2. In case of offers for supply of store imported and indigenous from within the country price quoted shall be inclusive of all taxes, duties and charges for packing, marking, transportation, handling etc. where sales-tax is liable and is included in the price quoted, it shall be indicated separately.
3. Offer for supply of store subject prior sale shall not be entertained.
4. The store is required for delivery/shipment as stated in the Schedule. If however, it is not possible to give delivery/shipment by the specified date. The bidder shall give guaranteed date by which he can deliver/ship the store.
5. Failure to submit the bid in the manner prescribed in the invitation, it will liable to be ignored.
6. The purchaser does not pledge himself to accept the lowest bid and reserves to him the right of accepting the full or part quantity offered and the bidder shall supply the same at the rate quoted. The bidder is at liberty to quote for the full or part quantity.

**CHAIRMAN TENDER COMMITTEE  
LIVESTOCK PRODUCTION RESEARCH  
INSTITUTE, BAHADURNAGAR (OKARA)**

**BID REQUIRED SCHEDULE FOR OPEN TENDER**

Date of Opening: **24.02.2021**  
Time of Receipt: **11:00 A.M**  
Time of Opening: **11:30 A.M**  
Delivery Period of store supply : **10 days** after the issuance of supply order.  
Tender Price: 500/-

GST Registered firms are required to quote rates for store and related items on free delivery to consignee end. Offer shall remain valid for a period of **30 days**.

**1- DETAIL PURCHASE OF STORE**

<b>Sr. No.</b>	<b>Name of Fertilizers</b>	<b>Specification</b>	<b>Quantity</b>	<b>Remarks</b>
1.	Di-Ammonium Phosphate (DAP)	Having P = 46% & N= 18 % in 50 kg bag	200 bags	FFC or equivalent
2.	Urea	Having N = 46% in 50 kg bag	200 bags	FFC or equivalent

**Note- Please read the following note and instructions carefully:-**

Any offer not received as per terms and conditions of the bid Enquiry is liable to be ignored. No offer shall be considered if

- (i) Received without earnest money.
  - (ii) If received after the time and date fixed for its receipt;
  - (iii) The bid is unsigned;
  - (iv) The offer is ambiguous;
  - (v) The offer is conditional;
  - (vi) The offer is from a firm, blacklisted, suspended or removed from the approved list;
  - (vii) The offer is received by telegram;
  - (viii) Offer received with shorter validity than required in the bid enquiry; and
  - (ix) The offer is for store not conforming to specifications indicated in the bid enquiry.
2. The Purchaser reserves the right to purchase full or part of the store or ignore /scrap /cancel the bid.
  3. (a) If the acceptance of bid issued during the validity period and the offer is not accepted by the bidder, the Earnest Money shall be forfeited and the store will be purchased at his risk and expense.
  - (b) In case the offer is withdrawn, amended or revised during the validity period of the offer, the Earnest Money is liable to be forfeited.

- (c) In case, the contractor fails to execute the contract strictly in accordance with terms and conditions laid down in the contract, the security deposited by him shall be forfeited and the store purchased at his risk and expense and necessary action will be taken according to PPRA rules, 2016.
4. The buyer reserves the right to claim compensation for the loss caused by the delay in the delivery of store.
5. All bids must be submitted in single stage two envelope containing financial and technical bids separately as under: -
- (i) The bid will be single packet consisting of two separate envelopes, containing separately the financial and the technical proposals;
  - (ii) The envelopes will be marked as **“Financial Proposal”** and **“Technical Proposal”**.
  - (iii) In the first instance, the **“Technical Proposal** will be opened and the envelope marked as **“Financial Proposal”** will be retained unopened in the custody of the procuring agency;
  - (iv) The procuring agency will evaluate the technical proposal in the manner prescribed in advance, without reference to the price and will reject any proposal which does not conform to the specified requirements;
  - (v) During the technical evaluation no amendments in the technical proposal will be permitted;
  - (vi) After the evaluation and approval of the technical proposals, the procuring agency will open the financial proposals of the technically accepted bids at a time, date and venue announced and communicated to bidders in advance, with in the bid validity period..
  - (vii) The financial bids found technically non-responsive will be returned un-opened to the respective bidders;
  - (viii) The lowest evaluated bidder will be awarded the contract

**SPECIAL INSTRUCTIONS**

1. The store will be required by the consignee within mentioned against each after issuance of the supply order However; the bidder is required to indicate their own guaranteed earliest date by which the store will be supplied.
2. Cash Receipt (in original) in token of having purchased the bid, must accompany the offer.
3. Bid should be addressed to Superintendent Livestock Experiment Station, Bahadurnagar District Okara.
4. Bidder shall submit a Deposit Call @ 5% of amount of estimated price (1.400 million approximately) as a bid security in favor of the Superintendent, Livestock Experiment Station Bahadurnagar, Okara which will retain as a performance security for successful bidder till the successful supply of store.
5. Any conditional, ambiguous or incomplete offer in any respect shall be ignored. No supplementary or revised offer after the opening of tenders shall be entertained.
6. The bidders should indicate in their bid the complete address of the place/places where stores will be offered carried out for inspection.
7. The bidders shall enclose catalogue/leaflet/literature and other technical data, if any, in respect of store offered by them.
8. The bidders should specifically indicate their Income-Tax number and GST number. All the taxes applicable by Government will be included at any stage. Any change in tax rates will also be applicable.
9. The bidder will also be responsible to pay the stamp duty at the rate of 0.25 % on the total amount of the bill where applicable.
10. Any erasing/cutting/crossing, etc. appearing in the offer must be properly signed by the person signing the bid. Moreover, all pages to the bid must also be properly signed.
11. The quotation should be submitted on the basis of accounting unit specified in the invitation to bid.
12. A certificate should be given by the bidders that they will be responsible for **free replacement** of store, if the same is found to be substandard and or at variance with the specification given in the bid enquiry. In case a similar store offered is at variance with the specifications given in the bid enquiry, the bid must clearly identify variations in their offers. Store offered of a specification superior to the one specified in the tender enquiry shall, however, be acceptable.
13. The competent authority will be authorized to purchase or not purchase the store at time spot by checking the quality of store.

14. In case of the holidays declared by the Govt. the tender will be opened on next working day at same time and place.
15. Payment will be made to the contractor after the successful inspection by the end user and delivery of the store.
16. The quantity of the store can be increased or decreased before issuing the contract.
17. The successful bidder should supply the receipt of professional tax, along with bill otherwise the bill will not be entertained.
18. If any document provided by the bidder found bogus strict action will be taken against him according to the law/rule.
19. All the bids will be evaluated in accordance with the specifications and other terms and conditions mentioned in this tender document.
20. The bidders should provide the **affidavit on stamp paper (Rs. 50/- or above) that his firm is not black listed.**
21. All the suppliers must submit the sale tax receipt as per rule along with bill where applicable.

**CHAIRMAN TENDER COMMITTEE  
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INSTITUTE, BAHADURNAGAR (OKARA)**

**CHECK LIST**

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| 1. Have you attached CDR (Original and photocopy)  | Y/N |
| 2. Have you attached copy of CNIC  | Y/N |
| 3. Have you make signed and stamped on all pages of tender documents.  | Y/N |
| 4. Have you mentioned validity period  | Y/N |
| 5. Have you attached Income Tax registration certificate with bid.   | Y/N |
| 6. Have you attached GST certificate.  | Y/N |
| 7. Have you attached the receipt of professional tax for current year?   | Y/N |
| 8. Have you attached store replacement certificate in case of sub-standard store                                       | Y/N |
| 9. Have you attached <b>affidavit on stamp paper (Rs. 50/- or above)</b><br><b>that your firm is not black listed.</b> | Y/N |

Signature of the Bidder \_\_\_\_\_

Name & Address of firm \_\_\_\_\_  
\_\_\_\_\_