

TENDER FORM NO. _____

TERMS AND CONDITIONS FOR PURCHASE OF FERTILIZER AND SEED FOR THE YEAR, 2020-21 O/O SUPERINTENDENT GOVT. LIVESTOCK FARM, JUGAITPEER, DISTRICT BAHAWALPUR

SCHEDULE OF INVITATION TO TENDER

Last date of receipt : 08.02.2021
Delivery date (Period): With in 30-day
Date of opening : 08.02.2021
Time of opening : 01:00 PM
Venue : O/O Supt. Govt. Livestock Farm, Jugaitpeer, Distt. Bahawalpur.
Validity Period : 10.03.2021
Tender Selling Date : Just after publishing the tender on PPRA Web site.

I-	Amount for Fertilizer to be purchase	
a-	Urea	500 Bag
b-	DAP	200 Bag
II-	Amount for Fertilizer to be Tyre	
a-	Seed Maize (Hybrid)	150 Kg
b-	Seed Maize for Green Fodder	1000 Kg
c-	Seed Desi Jowar	600 Kg
d-	Seed Sdabhar	500 Kg
e-	Seed Sunflower (Hybrid)	90 Kg

The Purchase will be according to the rules of PPRA Ordinance 2014.

PART-1

1. Any offer not received as per terms and conditions of the tender enquiry is liable to be ignored. No offer shall be considered if:-
 - (i) Received without CDR @ 4% of tender price from an Unregistered Firm or from a firm not registered for the items mentioned in this tender.
 - (ii) Hand written / quoted rates of Fertilizer and Seed in the tender forms are not acceptable which should be computer written.
 - (iii) It is received after the time and date fixed for its receipt;
 - (iv) The tender is unsigned;
 - (v) The offer is ambiguous;
 - (vi) The offer is conditional;
 - (vii) The offer is from a firm, blacklist, suspended or removed from the approved list;
 - (viii) The offer is received by telegram;
 - (ix) Offer received with shorter validity than required in the tender enquiry; and
 - (x) The offer is for store not conforming to specifications indicated in the tender enquiry.
 - (xi) The person signing the tender is not clear i.e. sole proprietor, acting Superintendent/Director or Secretary etc.
 - (xii) Each page of tender is not stamped & signed or filled in all respect.
 - (xiii) Tender's must quote rates both in words and figures.
 - (xiv) Two photo copies (Spare) of the call deposit should be attached with the offer.
2. Offered rate will remain valid up to 08.02.2021 and no firm will be allowed to withdraw its offer during the validity period.
3. All Tenders must be submitted according to the **SINGE STAGE-TWO ENVELOPES PROCEDURE**
 - (i) The bid shall comprise a single pack containing two separate envelops each sealed. Each sealed envelope shall contain separately the financial proposal and the technical proposal.

- (ii) The envelope shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion:
4. The Purchaser / Buyer reserves the right.
 - a. To purchase full or part of the store tender.
 - b. To forfeit the Earnest money if supply order issued during the validity period not accepted, withdrawn, amended or the contractor failed to execute the contract strictly in accordance with the terms and conditions i.e. validity period, then the store will be purchased at his risk and expenses.
 - c. To claim compensation for the loss caused by the delay in the delivery of store.
 - d. To accept the lowest tender or a part of it.
 - e. To cancel or reject any tender without assigning any reason.
 - f. To cancel the supply order or blacklist the firm if the security @ Rs.10% order is not deposited within seven days of the receipt of the offer or goods not provided within the validity period 30 days).

PART-II

1. ***Tenders must be filled carefully and each page of the tender should be stamped & signed at the bottom, any cutting/corrections must also be signed. Every page should be numbered by the offering firm and total numbers of pages of offer should be given on the first page of tender (in words as well as figures).***
2. The tender must include the following:-
 - a) Income Tax registration Number (NTN).
 - b) Sale Tax Registration Number.
 - c) Certificate
 - d) Registration of firm/dealer etc:
3. In case of locally manufactured items, only manufactures / their authorized dealer can quote /participate. In case of imported items, the importers/ Tender’s as well as foreign manufactures can quote/participate. The importers / Tender’s have to submit an authority on letter pad from the principal National / Foreign firm.
4. The goods will have to be supplied in the office of the Superintendent, Govt. Livestock Farm Jugaitpeer, District Bahawalpur.
5. A Security @ 10% shall have to be deposited by the firm at the time of award of formal contract (consent of acceptance of tender) before issuing supply order .
6. The delivery period is the essence of the contract, if the contractor fails to adhere to the delivery schedule (within 30 days) and intends to seek expansion therefore, it will be the sole discretion of the purchaser, either to grant or refuse extension in delivery period.
7. Approximate values of the Earnest Money, the quantity mentioned in Tender enquiry have no relevance with the placing of orders. The orders will be placed as per demand /requirement of the indenting officer.
8. The Purchase Committee reserves the right to wave off any of the department tender enquiry condition for any particular offer in the public interest.
9. From the date of issuance of confirmed order it will be obligatory on the part of the contracting firm to deliver the store at the earliest but not later than the delivery period otherwise punitive action will be intimated as per rules.
10. Store should be brand new and in original manufactures packing.
11. Testing charges of sample by the laboratory will be born by the contractor/tender, & provision of quantity of seed to purchaser in substitution to quantity collected for Laboratory will be the responsibility of the tender/contractor irrespective of the result of

- the sample/samples. Further to provide all sort of the sole responsibility of the firm otherwise payment will not be made.
12. Acceptance by the Purchaser will be communicated by telegram, letter of acceptance or advance acceptance of tender or formal “ **ACCEPTANCE OF TENDER**”. In case, where acceptance is communicated by telegram or letter or Advance Acceptance of tender, the formal Acceptance of Tender will be forwarded to the successful tendered as soon as possible but the instructions contained in the telegram, letter or advance Acceptance of Tender shall be upon immediately.
 13. Suppliers/manufacture will also furnish warranty certificate at the time of delivery, that the firm will replace unconsumed /sub-standards stores without any further charges.
 14. In case of late supply 2% liquidity charges per month will be paid by the firm.
 15. One sample of each item be provided along with the tender at the time of opening.

Signature of Tender.....

CERTIFICATE

- 1- We hereby confirm to have thoroughly read carefully the description of stores and all the terms and conditions of your tender enquiry due for opening on 08.02.2021 for the supply of Fertilizer and Seed enjoin general over haling to the conditions laid down in PR-XX and PR-XXI-XXIII and also all the instructions attached to the said tender enquiry. We agree to abide by all those instructions/conditions.
- 2- We also hereby categorically confirm that the stores catered by us are exactly of the particulars and specifications as laid down in your tender enquiry in all respects.
- 3- The stores offered by us are of (a) foreign origin or (b) local origin.
- 4- We accept that if the required Earnest Money is not furnished or our offer is found lacking in any of the requirement of your tender enquiry, it shall be ignored.
- 5- We hereby confirm to adhere to the delivery period required in the tender enquiry which would be the essence of the contract and which will be strictly adhered to by us. In case of failure we agree unconditionally to accept the recovery of belated damages on late supplies at 2% per month or part there of (Liquidity charges).
- 6- Certified that the prices quoted to the Department against this Tender are not more than the prices charged from any other Purchasing Agencies in the country and in case of any discrepancy, we hereby undertake to refund the price charged in excess.
- 7- Certified that we (firm) will be responsible for the free replacement of stores if found sub-standard or happened to be sub-standard during the expiry / warranty period.

Name of Tenderer

Signature of Tenderer.....

Designation.....

C.N.I.C No.....

Seal

Witness

(a) Name Signature.....

(b) Full Address

(c) C.N.I.C No.....

(d) Date

Signature of Tenderer.....

From,

The Superintendent,
Govt. Livestock Farm, Jugaitpeer,
Distt. Bahawalpur.

INVITATION TO TENDER

Dear Sir,

You are hereby invited to submit your tender for store as detailed in the schedule to this invitation to tender from subject to the conditions laid down in PR-IX and there mentioned hereunder and given in the schedule. The contract resulting from this invitation to tender shall be governed by the general condition contained in PR-XXI and XXIII wherever applicable. The tender quoting against this invitation to tender shall be deemed to have read and understood the condition there of and particulars of the stores required and their specifications etc.

The Tender, shall quote on the prescribed schedule to this invitation to tender, on the basis indicated there in and shall sign the certificate given here-in to the effect that the stores shall be supplied in accordance with the requirement specified in the schedule. In case there is any deviation, it should be clearly stated by tenderer otherwise it will be presumed that offer is strictly in accordance with the requirement of the tender noted.

In case of offer for supply of stores both imported and indigenou from within the country price quoted shall be inclusive of all taxes, duties and charges for packing marking etc. Where sales tax is livable and this included in the price quoted it shall be indicated separately.

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 day the tender shall give guaranteed date by which he can deliver/ shipment the store.

Failure to submit the tender in the manner prescribed in the invitation to tender will render it liable to be ignored.

The purchaser does not pledge himself to accept the lowest tender and reserves to himself the right of accepting the full or part quantity offers and the tenderer will supply the same at the rate quoted. The tenderer is at liberty to quote for the full or part quantity.

Yours faithfully,

For or on behalf of Government of Punjab.

Superintendent,
Govt. Livestock Farm, Jugaitpeer,
District Bahawalpur.

Signature of Tenderer.....

TERMS AND CONDITIONS FOR PURCHASE OF FERTILIZER AND SEED FOR THE YEEAR, 2020-2021

TENDER NUMBER:

DATE OF OPENING: 08.02.2021

LAST TIME OF RECEIPT & DATE: 08.02.2021

Venue : O/O Supt. Govt. Livestock Farm, Jugaitpeer, Distt. Bahawalpur.

TENDER FEE (Non-Refundable) Rs.500/-

BIO-DATA OF THE PARTICIPATING FIRMS

Name of firm. _____

Name of Authorized Person
& CNIC copy. _____

Drug sale licence No. _____

Issuing Authority _____

Manufacturer's or
Sole Distributor's Certificate _____

GST Registration No. _____

Income Tax No. (N.T.N) _____

Circle of income Tax Deptt: _____

Previous Experience (03 years
Attached) _____

Call deposit No. with date _____

Amount and address of Firm
Bidder with the bidding documents _____

Phone No. _____

Fax No. _____

Signature & Stamp _____

Detail of Tenders

Bio-Data Form =01 page

Check list =02 pages

Schedule for

Invitation of Proposals =04 pages

Certificate =01 page

Invitation to No =01 page

Tender Notice =01 page

Technical Proposal =03 pages

Financial Proposal =03 pages

Total Pages =16 Pages

Firm _____

Address _____
