

SECTION - I**“Supply of Janitorial Material on as & when required basis”**
(Under Single Stage One Envelope Bidding Procedure)**Tender Enquiry No SLL-1054****Bid Submission Closing Date & Time: 28-04-2025 at 1500 Hrs.****Bid Opening Date & Time: 28-04-2025 at 1530 Hrs.****Important Note: -**

- 1) **Sealed bids are invited for submission via courier or through a bidder's authorized representative. Bids submitted via email will not be considered.** All bids must be received at the Company's Head Office, SSGC LPG Ltd. (SLL), located at SSGC LDC Building, Karachi Terminal, Main University Road, Karachi, by the specified time and date. Bids will be publicly opened at the designated time and date in the presence of bidders or their authorized representatives who choose to attend the opening.
- 2) In case of any queries / clarification with regard to this Tender, the same may be forwarded to Procurement Department before the bid opening date.
- 3) The Company reserves the right to reject all Bids without assigning any reason and cancel the bidding process.
- 4) Each and every page of the bid documents being submitted by the bidders should be signed and stamped failing which the bid may be liable for rejection.
- 5) All documentary evidence required for evaluation of bid should be submitted along with the bid. In absence of any documentary evidence no marks will be awarded in accordance with the evaluation criteria.
- 6) A fixed bid bond amounting to **PKR 36,000/-** must be submitted as part of the Technical Proposal. The bid bond should be in the form of a Pay Order, Demand Draft, or Bank Guarantee issued by a scheduled bank in favor of SLL – SSGC LPG Limited. Proposals submitted without the bid bond will be considered non-responsive and will not be evaluated.

Invitation to Bid		
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Procurement Department, SSGC LPG Limited (SLL), SSGC LDC Building, Karachi Terminal, Main University Road, Karachi. Cell # 0322-8213184, 0322-8213169

On or before at 28-04-2025 and only proposals will be publicly opened at 1530 Hours on same day after half an hour of bid submission closing time at the above address, in the presence of bidders and / or their authorized representative who may wish to attend. Tenders shall be enclosed in plain sealed envelope marked as:

“STRICTLY CONFIDENTIAL”**“Supply of Janitorial Material on as & when required basis”****Tender Enquiry No SLL-1054****Yours Faithfully,****Zeeshan Haider**
Head of Procurement

SECTION:II
Instructions to Bidder

- 1) All rates quoted in the prescribed BOQ shall be firm, irrevocable and not subject to change or escalation on any account what so ever. No modification, alteration or deletion in the bid will be accepted after the bid opening time.
- 2) Sealed Bids shall be received at Company's Head Office, SSGC LPG Ltd. (SLL), SSGC LDC Building, Karachi Terminal, Main University Road, Karachi, up to specified time & date and will be opened publicly at specified time & date, in the presence of Bidders or their authorized representative who wish to attend.
- 3) All original bid documents accompanied with the bid bond shall be submitted by the Bidder. The sealed Bids must be submitted at the address stated above in person or by courier or by any other means but it shall be the Bidder's responsibility to ensure that Bids so submitted are delivered to the above address before the specified Bid opening date and time. The Company shall not be held responsible in any way for late receipt of Bids or their confidentiality. Bids received after the Bid closing time shall not be considered, and will be returned to the Bidder unopened.
- 4) The Bid should be signed by a person having the authority for this purpose. In case of a bid submitted by a corporate entity, the same may bear its seal and be duly signed.
- 5) Bids shall be submitted strictly in accordance with the requirements of the Tender Documents and as per specifications.
- 6) Bids shall remain valid for acceptance for a period of One Twenty (20) days from the date of public opening of Bids.
- 7) The Company shall not reimburse any expenses incurred in preparation of Bids.
- 8) The Bid and all subsequent correspondence shall be in the English language.
- 9) Payment for the Contracted Work / Services will be made in PKR only. The rates quoted by the Bidder shall therefore, be in PKR.
- 10) In case of any queries / clarification with regard to this tender, the same may be forwarded to Procurement Department up to 5 days before the bid opening date thereafter the request will not be considered.
- 11) The Company reserves the right to reject all bids without assigning any reason and cancel the bidding process.
- 12) In case of any conflict between the Special Terms & Conditions and elsewhere in the tender documents, the Special Conditions of Tender will supersede & prevail.
- 13) Each and every page of the bid documents being submitted by the bidders should be signed and stamped failing which the bid may be liable for rejection.
- 14) In order to maintain cordial business relation and as per ethical business approach, please provide the justification in case of your non participation on our email: zeeshan.haider@ssgclpg.com
- 15) Conditional Bid will not be accepted and liable to be rejected.
- 16) The quoted unit price and corresponding total price shall be inclusive of all duties and tax and excluding provincial Sales Tax as per provincial laws.
- 17) All documentary evidence required for evaluation of bid should be submitted along with the bid. In absence of any documentary evidence no marks will be awarded in accordance with the evaluation criteria.
- 18) Bidders must ensure that they comply with all relevant legal and regulatory requirements pertaining to their business and the execution of the contract.
- 19) Bidders are required to disclose any conflicts of interest that may arise from their participation in this tender process.
- 20) Bidders are advised to organize their tender files for easy navigation by flagging each mandatory requirement with markers that correspond to the specific letters or numbers outlined in our tender document. all sections should be clearly labeled and flagged for quick reference.
- 21) The Bidder shall submit a declaration on the prescribe format confirming that the Contractor complies with the required criteria and has made full disclosure. The Bidder accepts full responsibility for any false declarations or misrepresentations and affirms the intention not to obtain the contract through fraudulent or corrupt practices. Additionally, the Bidder acknowledges responsibility for any damages or losses incurred by SLL as a result of these factors.



SECTION -III

Special Conditions of Tender Document

Tender Enquiry No. SLL/NR/1054

Note: In case of any conflict between Special Conditions of Tender Document and any other terms & conditions, the Special Conditions of Tender Document will govern / prevail.

1. Warranty / Guarantee Coverage:

The successful bidder / supplier guarantee that the goods supplied against above tender enquiry are in all respect in accordance with the tender specifications & Purchase Order and that material used are in accordance with the latest approved standards and are of good workmanship / quality. Any item or part of item if found to be substandard or not meeting the specified criteria as per inspection carried out at stores. Than in such as event the Supplier / bidder hereby warrants and undertake to replace the same on Duly Delivery Paid (DDP) basis (INCOTERMS 2010) Le. Free of all cost including but not limited to transportation. Taxes and levies. In case successful bidder / supplier failure to replace the defective item / remove the defect(s) free of cost within the period specified by the Purchaser, the successful bidder / supplier will refund the relevant cost including all other expenses incurred by the purchaser in this regard.

2. The successful bidder / supplier must confirm that the warranty for non-consumable items will remain valid for 18 months and for consumable items (i.e. Chemical, Battery etc.) will remain valid for 6 months after the goods have been successfully delivered or commissioned.

3. In case where performance guarantee is not applicable. the supplier shall confirm that all supplied goods under the contract / purchase order are new, unused, of most recent or current models and incorporate all recent improvements in design and goods unless and otherwise provided in the contract / purchase order.

4. The Warranty Undertaking being provided by the successful bidder is required to be submitted at least on Rs.200/— Non-judicial Stamp paper and should be duly notarized / attested.

5. In case of Supply, Installation, Testing & Commissioning, since all these activities are inter-related to each other, therefore, the payment of supplies will be released after successful installation, Testing & Commissioning.

6. Method For Submission of Bid Bond (Under Single Stage Two Envelope Bidding Procedure):

7. In case of Single Stage Two Envelope Tenders the fixed bid bond as per clause#09 of General Terms & Conditions to be placed in the Technical Proposal. However, if the bid bond is placed in the financial proposal will also be considered. Without submission of bid bond (either in Technical proposal or financial proposal) the bid will be rejected.

8. Bid Validity:

9. All offers shall remain valid up to 120 days from the date of opening of bids and bid bond shall remain valid for 150 days.

10. **Declaration / Integrity Pact / Certification:** It is required to be submitted by the Successful Bidder on their letterheads after issuance of Purchase Order (PO) or Letter of Intent (LOI), for the value of Rs.10,000,000/- (Ten Million) or above. ANNEXURE-C is a mandatory requirement for successful bidder.

11. Stamp Duty:

12. "The successful Bidder shall provide the copy of challan and revenue stamp, of value at the rate of twenty-five (25) paisa per every hundred Rupees or part thereof of the amount of the purchase order, or at the prevailing rate as specified by the Government of Province of Sindh." Further as per Government of Sindh Board of Revenue notification NO.CIS/SWB/BOR/R&T-17/2022-808 dated 08-06-2022 all judicial and non-judicial stamp paper of the denomination of rupee five hundred and above shall be exclusively on e-stamp.

13. Cancellation of Purchase Order

14. In case the supplier fails to deliver the material within the specified delivery schedule as given in Purchase order (P.O.) and maximum up to 120 days after the expiry of the specified delivery schedule as per Purchase Order, the Purchase Order will be treated automatically as cancelled at supplier's sole risk & cost. However, for the sake of clarity liquidated damages (Clause-27 of General Terms Conditions) and Default by Supplier (Clause-28 of General Terms Conditions) will be treated as given in the General Terms & Conditions of the tender documents.

15. Correct Postal Address.

Bidder are essentially required to provide correct and latest postal, e-mail & web addresses, Phone/cell/fax numbers at the time of purchase of tender documents for effective and timely



communication, failing which in event of any non-delivery of information /communication the procuring agency will not be held responsible and bid will be considered as non-responsive.

16. "In case the local agent requires to offer bid from more than one principal / Manufacturers, it is mandatory to purchase separate tender document for each principal / Manufacturer, failing which the bid submitted with the original tender document will only be accepted and the bid with photocopy of tender document will be rejected".
17. "Original counter slip of token which is issued with original tender document to be attached on the TOP of envelope at the time of bid submission".
18. The Successful Contractor(s) / Consultant(s) shall submit a copy of Professional Tax Certificate with their invoice / Bills failing which the payment will not be released.
19. **Blacklisting Mechanism of Suppliers and Contractors and their Local Agent:**
Black listing mechanism is attached separately in the tender documents which will become an integral part of Tender Documents and now be followed / enforced in true letter & spirit and supersede the Black listing terms as mentioned in the General Terms & Conditions.
20. ***Any Bidder who change / amend the BOQ or Price Schedule (description, Quantity, UOM etc.) will render the bid as conditional bid and will be liable for rejection. SSGC LPG will not pay invoices if they are turned in after 6 months of work completion / material delivered.***
21. It is mandatory for the bidders to follow all the terms and conditions given in the tender documents without any addition / deletion / amendment and submit the bid accordingly. Therefore, in this context, the bidders are requested not to give their own terms and conditions as tantamount towards the conditional bid. Otherwise their terms and conditions will not be considered and the Purchase Order / Contract will be awarded based on only as per SSGC tender terms and conditions.
22. *The bidders/contractors are required to provide their only one Bank account number (IBAN number) on the 'FORM-X' attached duly signed & stamped as one-time information, which shall be firm (not changeable) for all the future payment transactions.*
23. **Payment:**
The supplier after delivery of goods and its acceptance shall submit invoice to Finance Department of the Company, containing following information i.e.
 - a. Purchase order No. & date
 - b. Items
 - c. Quantity
 - d. Price
 - e. Invoice value
 - f. Point of delivery
 - g. Delivery challan indicating delivery date, etc.
 - h. Supplier(s) are required to submit signed and stamp acknowledgement slip, Sales Tax return, Annex "C" & Annex "I" (whichever applicable) in which Sales Tax (of relevant Sales Tax invoice) is paid.
24. Payment will be made within 30 days of completion of stated requirements.
25. **Joint Ventures:** In the event that the bidder is bidding as a Joint Venture, the Company will require the joint venture agreement duly executed by the parties to the Joint Venture to be submitted with the bid. The joint venture parties shall also furnish an undertaking to be jointly and severally liable for all liabilities arising out of obligation under the Purchase Order / Contract. The Joint Venture agreement of the parties must specify share of each partner and name of the lead partner along with their registration with the FBR, SST and BST as the case may be failure to specify these two narrations the joint venture agreement will not be entertained.
26. Bank Guarantee (Bid Bond Guarantee/Performance Bank Guarantee) will be made on Non-Judicial stamp paper at the prevailing rate as specified by the respective Provinces. Further the bidder/contractor submitting the Bid Bond guarantee/Performance Bond guarantee being prepared by the State Bank's schedule banks should ensure that there should be no deletion/insertion/modification of any terms in the Bid Bond/PBG guarantee format as given in the tender document or else bid will be liable for rejection. In case the insurance policy submitted by the contractor is expired during the execution of job, it is the responsibility of the user department to coordinate with the contractor to get it renewed/updated till the period the job is completed/commissioned.
27. In case the job is not completed within the given time as per tender terms and the insurance policy submitted by the contractor expires, the contractor is liable to get this insurance policy renewed / updated immediately till the period of the job is completed / commissioned as per tender terms failing which the contractor will be responsible for any loss to SSGC LPG.



28. *Bidders can quote their rates on both i.e. Schedule of Requirement/Bid Form as well as Bill of Quantity (BoQ).*
29. *Company reserve the right to award the Purchase Order /LOI to the most advantageous bidder.*
30. *As per SRO 592(I)/2022 of PPRA Regulations, for Procurement Contracts/Purchase Orders worth of Rs. 50 million and above, bidders/contractors are required to submit the Beneficial Owner's Information for Public Procurement Contracts/Purchase Orders (Annexure-I).*

31. Fixed Bid Security – Alternative Bid

A bidder cannot submit two bids/offers with a single fixed bid security/pay order. However, the alternative bids/offers with separate fixed bid security/pay order can be accepted, failing which the bids will be liable for rejection. In case the bidder quotes different make/brands/model that will also be considered as an Alternative bid/offer and require to submit separate Bid bond for each make/brand/model.

32. Bidder will be blacklisted and henceforth cross debarred for participating in respective category of Public Procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration (which is an integral part of tender document), however, without indulging in corrupt and fraudulent practices, if in breach of obligation(s) under the Bid conditions:
 - a. The bidder have withdrawn or modified their bid during the period of bid validity as specified in the tender terms.
 - b. Having been notified of the acceptance of bid by procuring agency during the period of bid validity (i) failure to sign the contract or accept purchase order (ii) fail or refuse to furnish the performance security or to comply with any other condition as mentioned in the tender document.
33. Wherever the "Rate Only" is mentioned (either on BOQ or anywhere in tender documents) the same shall only be applicable not exceeding 15% of the original procurement for the same items as given in the BOQ for package basis. In case the requirement is on item wise basis (not package basis) then not exceeding 15% of the original Procurement for the same items (on item wise basis) as given in the BOQ.
34. Subsequent to the issuance of Purchase Order/LOI, successful bidder has to submit 10% Performance Bank Guarantee of the Purchase Order/LOI value unless & until specified in the Tender Documents.
35. This warranty will remain valid for 24 months after the goods have been successfully delivered or commissioned.
36. Redressal of Grievances and Settlement of Disputes:
37. Any bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances within seven days of announcement of the technical evaluation report and five days after issuance of final evaluation report.
38. In case, the complaint is filed against the technical evaluation report, the GRC shall suspend the procurement proceedings.
39. In case, the complaint is filed after the issuance of final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage single envelope bidding procedure is adopted.



SECTION: IV

General Terms & Conditions

1. Definitions and Interpretation:

1.1

In these tender documents (as hereinafter defined) the following words and expressions shall have the meaning hereby assigned to them except where the Tender requires otherwise.

- a) **Company** means the SSGC LPG Limited (SLL); a Company registered under statutes of Pakistan and includes any successors-in-interest or assignees.
- b) **Engineer** means the Engineer(s) nominated by the Company to look after and supervise the Work.
- c) **Representative of the Company** means a duly authorized person appointed by the Company or as specified in the "Special Conditions of the Contract" to perform the assigned duties.
- d) **Bidder** means any person or persons, firm or company bidding for the Work.
- e) **Contractor** means the persons, firm or company whose Tender (as hereinafter defined) has been accepted by the Company and includes the Contractor's representatives, sub-Contractors, successors and permitted assignees (Prior to the execution of the Contract the word "Contractor" also means a Tenderer or Bidder submitting a proposal in accordance with the Tender Documents).
- f) **Agent or Representative** means person(s) appointed by the Contractor to perform duties as set forth in the Contract.
- g) **Laborers/Workmen** means such laborers/workmen and staff as may be employed by the Contractor for purpose of carrying out the Work.
- h) **Sub Contractor** means any firm or person having a direct Contract with the Contractor. Nothing contained herein however, shall be deemed or be construed to impose upon the Company, any obligation, liability or duty to a sub-contractor or to create any contractual relation between any sub-contractor and the Company.
- i) **Work** means whole of the Works / Services or part thereof to be executed in accordance with Tender / Contract documents, whether temporary or permanent and whether original, altered substituted or additional.
- j) **Contract Documents** shall consist of duly executed Articles of Agreement, the Tender Documents and the Tender submitted by the successful Bidder including modifications (by whom) PPRA Rules 40 (By SLL) thereto incorporated in the documents before and after the execution of the Contract.
- k) **Contract Price/Value** means the sum named in Schedule of (SOR) / BOQ subject to additions thereto or deductions there from as may be made under the provisions hereinafter contained.
- l) **SLL PQ Plant** means all machineries, equipment, materials, appliances associated with SLL PQ Plant or things of whatsoever nature required in or about the execution, completion or maintenance of the Work, but does not include such equipment, materials, appliances or things intended to form part of the permanent Work.
- m) **Temporary Works** means all temporary works of every kind required in or about the execution, completion or maintenance of the Work.
- n) **Drawing** means the drawings referred to in the Contract documents and any modification of such drawings.
- o) **Location** means the land and other places on, under in or through which the Work is to be executed or carried out and other lands or places provided by the Company for the purpose of the Contract.
- p) **Approved/Approval** means approved/approval in writing by Company's representative or as specified in "Special Conditions of Contract".
- q) **Tender/Bid** means the offer tendered by the Bidder for the Work governed by the Contract.
- r) When the terms Acceptable, Satisfactory, Proper, or other such general qualifying terms are used in the Contract, it shall be understood that reference is made to be sole ruling and the sole judgment of the Company.
- s) The Word Equivalent or Equal where used in these documents in the general sense shall not mean Similar but shall mean "Conforming to, Like, of Kind/Quality and Function". "Proprietary Items" and "Trade Names" are used for the purposes of establishing a standard of "Kind, Quality and Function" and "Equipment" items, articles, things or materials will be approved, if held to be "Equivalent" by the Company.
- t) **Approved Banker** wherever occurring in this Contract shall mean a Scheduled Commercial Bank operating in Karachi and acceptable to the Company.
- u) **Specification(s)** means the standard codes of practice and other specifications issued with the Tender and any notification such as specifications approved in writing by the Company and other specifications as may from time to time be furnished or approved in writing by the Company.
- v) **Month** means calendar month of the Christian era.



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- w) **Time Schedule** is a graphical illustration of the time span of various Work activities defining starting and completion dates.
- x) **Bonds** mean Bid Bond, Performance Bond or Bank Guarantee and other instruments of security furnished by the Bidder of his surety in accordance with the Tender/Contract.
- y) **Completion Date** means the date on which the Work has been completed in accordance with the Contract so that it can be utilized for intended purpose.
- z) **Day** means a day of 24 hours mid night to mid night.
- aa) **Completion Period** means the time allowed for the execution of the Work.
- 1.2 Words importing the singular only also include the plural and vice-versa where the Contract so requires.
- 1.3 The marginal headings or notes in these Conditions of Contract shall not be deemed to be part thereof or be taken into consideration in the interpretation or construction thereof or of the Contract.
- 1.4 If there is any conflict between the Special Conditions and the General Conditions, the Special Conditions shall modify, supplement and supersede the General Conditions.
2. **Examination:**
Bidders shall visit/inspect/examine the Work & Location and shall fully acquaint themselves with the nature and requirements of Work/Services, access to Work/Location, availability of materials, weather, law and order and local conditions etc. before submitting their Bids. Submission of the Bid shall be prima facie evidence that the Bidders have fulfilled this requirement and shall be binding upon him.
3. **Conflict between Drawings/Specifications/SOR:**
In case of any conflict between drawings/specifications, SOW/TOR and SOR/BOQ, with regard to the quality of any item, the Contractor / Consultant shall base his quotation for the better quality. In case of any deficiency in the drawings/details, the Contractor / Consultants shall seek clarification from the Company. Submission of Bids/rates on the basis of incomplete drawings/details shall be Contractor / Consultant's sole responsibility.
4. **Additions, Deletions:**
The Company reserves the right to make addition (Up to 15 %) and delete the quantity from the Work defined in SOW/TOR/SOR/BOQ as deemed necessary before or after the execution of the Contract. All such additions and deletions shall only be authorized in writing by the Company.
5. **Schedule of Requirement/BOQ:**
The quantities specified in the SOR/BOQ are estimated and are intended to serve only as a guide to the Bidders. Payments shall be made on the basis of actual Work quantum done as measured. No claims or adjustments shall be entertained/allowed on account of increase or decrease in the Scope of Work which has not been duly authorized by the Company through the issue of change orders as stipulated in the relevant provision.
6. **Rate:**
The Bidder shall quote all item rates and lump sum prices as shown in the "SOR/BOQ". Bidders shall fill in the rate / price for each item in the SOR/BOQ. In case of any discrepancy between item rate and the amount, the quoted item rate will prevail. The quantities given in the SOR/BOQ are estimated ones and are subject to variations. That is, there could be increase or decrease. Nevertheless, the item rates quoted by the Bidder shall remain fixed and no escalation whatsoever shall be permissible. The rates / prices quoted by the Bidder shall be workable. The Bidder shall be required to furnish a complete rate analysis of any item in the SOR/BOQ as considered necessary, by the Company.
7. **Escalation:**
It may be clearly understood that this tender does not contain a price variation clause and therefore, all unit prices quoted shall be firm, irrevocable fixed and valid until completion of the Contract and will not be subject to variation on any account.
8. **Validity:**
Bids shall remain valid for acceptance for a period of (120) days from the date of bid opening. If the last date falls on a holiday, the validity will be extended to the first Company working day thereafter.
9. **Bid Bond (Earnest Money):**
The Bidder is required to furnish Bid Bond strictly (if the bid increases to Rs 500,000/-) in accordance with the prescribed format, in the form of a Pay Order, Demand Draft or Bank Guarantee issued only by a scheduled commercial bank operating in Pakistan, for an amount 2% of the total bid value of tendered Work / Services quoted by the Bidder in favor of SSGC LPG Limited (SLL). No Bid shall be considered without a Bid Bond and no cash or cheque or a guarantee issued by an insurance company shall be accepted.
The Bid Bond shall remain valid for a period of 150 days from the date of Bid opening. Bid Bonds of the unsuccessful Bidders shall be returned as soon as practicable, the successful Bidder's Bid Bond shall be retained by Company until execution of a Contract for the Work / Services defined in these documents and the submission of a Performance Bond prior to the execution of Contract.
In the event that the successful Bidder refuses or fails to provide (PBG) and Stamp papers for contract within ten (10) days of the issuance of a Letter of Intent, Company shall be at liberty to forfeit the Bid Bond.
In the event of the bid bond validity falling short of the prescribed period of 150 days as the case may be either (i) due to extension in the bid submission date or (ii) where so required by the procuring agency, then in such an event



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it shall be mandatory on the bidder to extend the bid bond validity up to 150 days within 15 days of the opening of technical proposal / bid, and / or where so required by the procuring agency.

In case when bidder submit alternate bids a separate bid bond for each bid is required otherwise bid will be liable for rejection. In case of Single Stage Two Envelope bidding system (bid bond will be enclosed with "Financial" bid, unless and until specified separately in Tender terms).

The bid bond may be forfeited if a bidder withdraws the bid during validity period specified by the bidder or if successful bidder fails to:

- Accept purchase order/LOI,
- Furnish performance guarantee in accordance with clause 10 of General Terms & Conditions,
- Extend Services as per requirement and completion Period.

10. **Performance Bond:**

The Bidder shall furnish a Performance Bond strictly (if the bid increases to Rs. 500,000) in accordance with the prescribed format in the form of a bank guarantee issued by a scheduled commercial bank operating in Pakistan for an amount equivalent to Ten (10) percent of the Contract value. Failure to furnish the performance Bond before execution of the Contract will entitle the Company to consider the Bidder as having abandoned the Contract and the forfeit the Bid Bond. The Performance Bond shall remain valid till after three (03) months of completion of the work.

The Company's right to recover damages from the Bidder for breach of Contract shall not be limited to the value of the Performance Bond. In the event of the Bidder failing to execute a formal Contract or to submit the Performance Bond in the manner aforesaid and in the period specified, the Company shall be entitled to appropriate the earnest money submitted by the Bidder with his tender without prejudice to its right to claim any further loss or damage which may result to it by reason of the aforesaid default of the Bidder as if Contract is actually executed for the purpose of such claims.

The Bidder shall extend the validity period of the Performance Bond for such period(s) as required for the Contract performance.

The performance bond of the successful bidder will be released after successful completion of work.

11. **Retention Money:**

The amount to be retained from payments shall be equal to the specified percent of certified value i.e. 5.0% of Work which would be released after the maintenance period.

12. **Completion Period:**

Subject to any requirements as to completion of any portion of the Work before the completion of the whole of Work, that portion of the work shall be completed within the specified completion period. The Work shall not be considered as completed until the Company has certified in writing that it has been completed. Should extra, altered or additional Work of any kind, or any other cause of delay, which in the opinion of the Company could not have been foreseen by the Contractor / Consultant requires extension in completion time, then on the written request of the Contractor / Consultant, the completion period as provided in the Contract shall be extended by the Company. All such extensions shall be allowed in writing by the Company's representative.

13. **Signing / Execution of Contract / Agreement:**

Formal signing / execution of Contract / Agreement shall be completed within fifteen (15) days of receipt of "Letter to Proceed". The Company shall prepare the Contract in accordance with the prescribed format (Contract Form, and Articles of Agreement) for the purpose and the successful Bidder shall be communicated the date and time by the Company for the execution of Contract.

The successful Bidder shall provide the stamp paper, of value at the rate of thirty-five (35) paise per every hundred Rupees or part thereof of the amount of the Contract, or at the prevailing rate as specified by the Government of Pakistan.

In case the agreement is executed for services i.e Janitorial, Canteen, Landscaping, Maintenance Contract etc. will be for One year extendable for further Two terms of one year each unless specified in Special Term & conditions.

14. **Award / Evaluation Criteria:**

Company reserves the right to settle the final award of job to the technically compliant and the most advantages bidder.

Evaluation may be carried out both on item or on group of items/single or multiple package basis depending upon the nature of requirement exclusively at the discretion of the company to ensure economic procurement.

15. **Commencement & Execution of Work:**

Notwithstanding any delay in the preparation / execution of the Contract the successful Bidder shall commence mobilization / preparations and under take the Work within (15) days after receipt of the Letter to Proceed.

The Contractor / Consultant shall prior to commencement of Work, obtain the written authority and instructions of the Company.

16. **Change in Orders:**

The Company may at any time, by a written notice to the Contractor / Consultant, make changes within the general Scope of Work of the Contract.

Upon notification by the Company of such change, the Contractor / Consultant shall submit to the Company an estimate of costs for the proposed change (hereinafter referred to as a change) within ten (10) calendar days of receipt of notice of the change, and shall include an estimate of the impact (if any) of the change on the completion date (s) under the Contract, as well as detailed schedule for the execution of the change, if applicable.



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The Contractor / Consultant shall not perform changes in accordance with above, until the Company has authorized a Change Order in writing on the basis of the estimate provided by the Contractor / Consultant.

Changes mutually agreed upon as a change shall constitute a part of the Work under this Contract, and the provisions and conditions of the Contract shall apply to said change.

17. **Assignment:**

The Contractor / Consultant shall not assign, in whole or in part, its obligations to perform under the Contract except with the Company's prior written consent.

18. **Termination of Contract:**

The Company may decide to terminate the Contract in one of the following situations:

(i) **Termination for Default:**

The Company may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Contractor / Consultant, terminate the Contract in whole or in part.

- (a) If the Contractor / Consultant fails to complete the contracted Works / Services within the time period(s) specified in the Contract or any extension thereof granted by the Company.
- (b) If the Contractor / Consultant fails to perform any other obligation(s) under the Contract.
- (c) If the Company during the completion period of the Contract has reason to believe that the Contractor / Consultant will not be able to fulfill the obligations under the Contract.

Prior to the exercising of any right by the Company to terminate the Contract, the Company shall issue notice to the Contractor / Consultant specifying the default(s) and the Contractor / Consultant shall submit an explanation within seven (07) days of receipt of such notice. If such explanation is not furnished within the stipulated time or if so furnished, is found to be unsatisfactory and / or the default(s) continues, the Contract may be terminated by the Company.

(ii) **Termination for Insolvency:**

The Company may at any time terminate the Contract by giving written notice to the Contractor / Consultant, without compensation to the Contractor / Consultant, if the Contractor / Consultant becomes bankrupt or otherwise insolvent. Notwithstanding the above, such termination will not prejudice or affect any right of action or remedy which as accrued or will occur thereafter to the Company.

(iii) **Termination for Convenience:**

- a. The Company may by written notice sent to the Contractor / Consultant, terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the company's convenience, the extent to which performance of work under the Contract is terminated and the date upon which such termination becomes effective.
- b. The Works that are complete and ready for Commissioning within thirty (30) days after the Contractor / Consultant's receipt of notice of termination shall be at the Contract prices and on the existing Contract terms. For the remaining Works, the Company can also opt to have any portion thereof completed and commissioned at the contract prices and on the other contract terms.

19. **Liquidated Damages:**

If the Contractor / Consultant fails to complete the Work or perform the Services specified in the Contract within the stipulated period / scheduled time specified in the Contract, the Company, without prejudice to any other remedies, shall deduct from the bills or any other due payments / guarantees, as liquidated damages, a sum equivalent to 0.1 % per day of the value the Contract, until actual completion of the Work or performance of the Services. However, if delay of over 100 days takes place (i.e. equal to 10%), the Company reserves the right to terminate the Contract at the risk and cost of Contractor / Consultant. The liquidated damages shall also be applicable for the Works / Services terminated under Clause 16.

The payment of liquidated damages shall not relieve the Contractor / Consultant from performing and fulfilling all its obligations under the Contract and nor shall the rights and entitlements of the Company be affected or reduced in any manner.

20. **Force Majeure:**

The parties will not be considered to be in default in the execution of their contractual obligations or any of them to the extent that the execution of such obligations or any of them is delayed or omitted by cause of Force Majeure. Each party will advise the other party by written notice within 07 days of the occurrence of any such case of Force Majeure. The term Force Majeure employed herein shall mean acts of public enemy, wars (whether declared or not) invasion, hostilities, revolution, epidemics, riots (other than among the Contractor / Consultant's own employees) fires, floods, earth quake, commotion, disorder and other causes similar in kind to those herein mentioned, not under the control of either party, which makes the performance of this agreement unfeasible and which by the exercise of due diligence the party seeking excuse from performance is unable to overcome.

The Company shall not be liable to the Contractor / Consultant for any damage or loss caused by Force Majeure directly or indirectly.

21. **Safety of Employees and Works:**

The Contractor / Consultant shall be responsible to take all necessary precautions for the safety of employees on or off the Work, and shall comply with all applicable safety laws and codes to prevent accidents or injury to persons on about or adjacent to the places where the Work is being performed. All statutory rules, orders, regulation from time to time in force relating to taking and observance of all safety precaution governing or which might be deemed to be given during the execution and performance of the Work. The Contractor / Consultant shall comply with any



SECTION: IV

General Terms & Conditions

and all personnel safety regulations. Any person of the Contractor / Consultant violating the safety rules shall be removed by the Contractor / Consultant from site and replaced without delay.

22. **Insurance:**

The Contractor / Consultant shall be responsible for obtaining a Contractor / Consultant's All Risk Policy (CAR) against risks to the Works and shall make good at his own cost, all losses or damages whether to the Works or to the lives, persons, whether under the workmen's compensation Act or Third Party Risk, or property of others from whatsoever cause arising out of or in connection with the works either during the progress of the works or during the period of maintenance provided by this Contract.

The Contractor / Consultant shall arrange insurance approved by the Company fully to cover workmen compensation and other claims arising out of sickness, injury or death of his personnel working at site and also to cover theft, loss of or damage to the Company's material in his possession and to indemnify the Company for third party claims for damage done or said to have been done to those persons or their property as a result of the Contractor / Consultant's activities on and off the site.

Insurance will be required where ever applicable:

Company's Address:

DEPUTY GENERAL MANAGER (PROCUREMENT)

SSGC LPG Limited (SLL)

KARACHI -PAKISTAN.

Contractor / Consultant's Address:

23. **Dispute Resolution:**

If any dispute shall arise as to the interpretation of this Contract or any matter or thing arising there from, the same shall be settled as far as possible by way of amicable resolution. Failing such settlement, the dispute may be referred for arbitration to two Arbitrators, one to be nominated by each Party. The appointed Arbitrators shall before proceeding on the reference appoint an Umpire. The Award given by the Arbitrators or the Umpire as the case may be shall be final and binding on the Parties. The proceedings shall be governed by the Pakistan Arbitration Act, 1940 and any statutory modification thereof. The venue of arbitration shall be Karachi.

The fee of Umpire shall be borne by the Parties equally. All other costs of Arbitration including fee of Arbitrators shall be borne by the Parties themselves, unless otherwise ordered by the Arbitrator. Notwithstanding the existence of any difference or dispute, or the commencement or continuance of any arbitration proceedings, Works to be done or Services to be provided under this Contract shall not be suspended or discontinued by the Contractor / Consultant nor shall any payment be withheld by the Company except the difference of the amount in dispute, which is the subject matter of such proceedings.

24. **Income Tax and Duties:**

All kinds of Government Taxes and Duties (income tax, custom duties, etc.) also the provincial sales tax as per provincial law, against any item of the contract, shall be entirely the responsibility of the Contractor / Consultant. Income Tax will be deducted as applicable under the prevailing Government Rules. Rate of Income Tax deduction in relation to submission of Income Tax certificate from the Contractor / Consultant should also be stipulated.

All Foreign Service providers are required to obtain Advance Ruling from the Federal Board of Revenue (FBR) under Section 200A of the Income Tax Ordinance 2001 (Pakistan's Income Tax Law). The advance Ruling issued by FBR on its application of Income Tax Ordinance 2001 to Transaction proposed or entered in to Foreign Service Provider.

25. **Payments:**

Payment will be made within 30 days after completion of works as per payments specified in the tender documents. The Contractor / Consultant shall submit to the Company during the execution of the Work on-account bills along with a statement / detail of executed work.

The rates and prices in such on-account bills and statement of Work shall be in accordance with those in the SOR/BOQ so far as such rates and prices are applicable and on the approved rates and prices for other items of Work. All payments against on-account bills shall be treated as provisional payments and will be subject to final adjustment.

The Company may withhold payment or on-account of subsequently discovered evidence, nullify the whole or part of any certificate to such extent as may be necessary to protect itself from loss on-account of:

- (a) Defective Work not remedied.
- (b) Claims filed or reasonable evidence indicating probable filing of claim.
- (c) Failure of the Contractor / Consultant to make payments properly to Sub-Contractor / Consultants.
- (d) Damage to another Contractor / Consultant.

When the grounds are removed payment shall be made for amounts withheld because of them.

Payments in respect of extra / additional Work will be made on the basis of the original Contract rates and the Contractor / Consultant will not be entitled to any extra compensation / payment including idle charges because of such delays.



SECTION: IV

General Terms & Conditions

The making and acceptance of the final payment after successful completion of Work shall constitute a waiver of all claims by the Company other than those arising from faulty Work appearing after final payment and of all claims by the Contractor / Consultant, except those previously made and still unsettled.

Supplier (s) are required to submit signed and stamped acknowledgement slip, Sale Tax return, Annex "C" & Annex "I" (whichever applicable) in which Sales Tax (of relevant Sales Tax invoice) is paid.

26. **Blacklisting of Suppliers and Contractor / Consultants:**

26.1 The company shall be blacklist debarred from participating in SLL for the period of not more than ten years, if corrupt and fraudulent practice, as defined below or defined in PPRA Rules 2004, is established against the bidder or the bidders in pursuance of blacklisting proceedings:

"corrupt and fraudulent practices" in respect of procurement process, shall be either one or any combination of the practices including, -

- (i) "coercive practices" which means any impairing or harming or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- (ii) "collusive practices" which means any arrangement between two or more parties to the procurement process designed to stifle open competition for any wrongful gain, and to establish prices at artificial, non-competitive levels;
- (iii) "corrupt practices" which means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- (iv) "fraudulent practices" which means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation; and
- (v) "obstructive practices" which means harming or threatening to harm, directly or indirectly, persons to influence their participation in a procurement process, or affect the execution of a contract;

26.2 The Contractor shall be blacklisted and henceforth cross debarred for participation in respective category of public procurement or disposal proceedings for a period of not more than three years, if the bidder fails to perform his contractual obligations during the execution of contract or breaches the contract due to his capacity and capability to perform or otherwise, and

26.3 The Contractor shall be blacklisted and henceforth cross debarred for participation in respective category of public procurement or disposal proceedings for a period of not more than six months, if the bidder fails to abide with a bid securing declaration, however without being indulged in any corrupt and fraudulent practice.

26.4 Such blacklisting or barring action shall be communicated by SLL to the respective bidder or bidders in the form of decision containing the grounds for such action.

27. **GOP's Obligation:**

The contract shall be governed by the Law of Pakistan. The Contractor / Consultant is obligated to comply with all regulations and ordinances in force or to be passed by the Government of Pakistan in connection with Labor legislation during the course of the work to be performed. Any additional financial charges on account of revision in minimum wages by GOP will be company's responsibility while the contract is in operation.

This contract embodies the entire understanding of the parties hereto on this subject and there are no commitment, terms, conditions or obligations, oral or written, express or implied, other than those contained herein.

28. **Late Bid:**

Sealed bids shall be mailed/submitted/dropped in tender box placed at Procurement department SSGC LPG Limited (SLL) Head Office, In accordance to the time specified in invitation to bid & tender notice (which ever applicable), Bids are to be delivered on or before closing time after which all bids submitted after the time prescribed shall not be entertained and will be returned without being opened. In case bid is sent through courier, the same shall be delivered at least half an hour before scheduled opening time.

29. **Rebate / Discount:**

Unit rate (s) given in the Bill of Quantities shall take into account all relevant factors including discount if any. Discount given separately at the time of bid opening will not be considered.

30. **Joint Ventures:**

In the event that the bidder is bidding as a Joint Venture, the Company will require the joint venture agreement duly executed by the parties to the Joint Venture to be submitted with the bid. The joint venture parties shall also furnish an undertaking to be jointly and severally liable for all liabilities arising out of obligation under the Purchase Order / Contract. The, Joint Venture agreement of the parties must specify share of each partner and name of the lead partner along with their registration with the FBR, SST and BST as the case may be failure to specify these two narrations the joint venture agreement will not be entertained.



SECTION: IV

General Terms & Conditions

31. **Correction / Amendments in Quoted Price:**
Any overwriting in BOQ / SOR is not allowed. In case of type of any amendment / correction required in unit price / total amount the same has to be strikeout and re-written with corrected figures, properly signed & stamped out, in order to avoid an ambiguous bid.
32. Bid Bond & PBG (Performance Bank Guarantee) for Proprietary Tenders. In case of proprietary Tenders, the Bid Bond & Performance Bank Guarantee (PBG) are not required / Applicable.
33. Lots: In case when the tender is floated on LOT basis, following clauses to be applied:
- a) The bidder(s) are essentially / mandatorily required to submit fixed bid bond as mentioned in the bid form/BOQ/Invitation to Bid Separate fixed bid bond to be submitted against each individual LOT and its validity to be 150 days at the time of opening of technical proposal.
 - b) Evaluation for each LOT will be carried out separately. Each LOT will be awarded separately.
34. **Applicability of PPRA Laws to the Contractor**
Moreover, the PPRA laws will apply to the Contractor as well. In its role as a procuring agency, SLL can apply the rights and actions specified in the PPRA.
35. **Contractor's Responsibilities and Liability**

The Contractor shall be responsible for all undertakings and documents submitted. The submission of any defective, fake, or fabricated documents with the intention of securing the bid shall render the Contractor liable for blacklisting. In such cases, performance guarantees / bonds may be forfeited. Furthermore, the Contractor shall be liable for any damages incurred, and SLL reserves the right to recover any funds paid if the Contractor obtains the contract based on false documentation or misleading information.

NOT FOR BIDDING PURPOSE



SECTION-V

TERMS & CONDITIONS FOR TENDER PROVISION OF JANITORIAL MATERIAL ON A MONTHLY BASIS

1. Scope of Work

The selected bidder shall be responsible for the supply of janitorial material as per the list of items provided in the tender document on a monthly basis.

2. Eligibility Criteria

- a. The bidder must be a registered business entity in Pakistan with a valid NTN and Sales Tax registration.
- b. The bidder must have at least three (3) years of experience in the supply of janitorial materials.
- c. The bidder must provide at least two (2) references of similar work completed.

3. Submission of Bids

- a. Bids must be submitted in sealed envelopes, clearly marked with the tender title and reference number.
- b. Bids must include a complete list of items with brand, specifications, unit prices, and total cost.
- c. All bids must be submitted before the deadline mentioned in the tender notice. Late submissions will not be considered.

4. Evaluation Criteria

- a. The bids will be evaluated based on price, quality of materials, delivery time, and past experience.
- b. The procuring entity reserves the right to conduct a physical inspection of the bidder's facilities before awarding the contract.
- c. The lowest bid will not necessarily be awarded the contract; quality and reliability will also be considered.

5. Delivery Schedule

- a. The selected bidder must ensure the supply of janitorial materials on a monthly basis as per the schedule provided.
- b. Any delay in delivery without prior approval may result in penalties.
- c. In case of non-compliance with the agreed delivery schedule, the procuring entity reserves the right to terminate the contract.

Signature of Bidder with Stamp



SECTION-V

TERMS & CONDITIONS FOR TENDER PROVISION OF JANITORIAL MATERIAL ON A MONTHLY BASIS

6. Payment Terms

- a. Payment shall be made within thirty (30) days of receipt and inspection of the delivered materials.
- b. The invoice must be submitted with complete supporting documents.
- c. Any discrepancies in the delivered material may result in deductions or non-payment.

7. Quality Assurance

- a. All janitorial materials must meet the quality standards specified in the tender document.
- b. Any substandard or defective items will be rejected, and the supplier will be required to replace them at their own cost.
- c. Repeated supply of substandard materials may lead to contract termination.

8. Contract Duration

- a. The contract shall be for an initial period of one (1) year, subject to satisfactory performance and may be extended by mutual agreement for further two (2) years.
- b. The procuring entity reserves the right to terminate the contract with a thirty (30) day notice period in case of unsatisfactory performance.

9. Penalty for Non-Compliance

- a. A penalty of 2% of the total monthly invoice amount will be imposed for each day of delay in delivery.
- b. Continuous failure to comply with contract terms may lead to blacklisting of the supplier.

10. Dispute Resolution

Any dispute arising under this contract shall be resolved through mutual negotiations. If unresolved, the matter shall be referred to arbitration under the Arbitration Act 1940 of Pakistan.

11. Governing Law

This tender and subsequent contract shall be governed by the laws of Pakistan. Any legal proceedings shall be conducted in the jurisdiction of the procuring entity's location.

Signature of Bidder with Stamp



SECTION-V

TERMS & CONDITIONS FOR TENDER PROVISION OF JANITORIAL MATERIAL ON A MONTHLY BASIS

12. Right to Accept or Reject

The procuring entity reserves the right to accept or reject any bid without assigning any reason and shall not be liable for any claim related to the rejection of any bid.

Acknowledgment & Acceptance

By submitting a bid, the bidder agrees to the above terms and conditions.

NOT FOR BIDDING PURPOSE



Signature of Bidder with Stamp

Technical Evaluation / Marking Criteria

Evaluation Criteria	Sub-Criteria	Marks
1. Relevant Experience	5+ years of experience: 20 marks	20
	3-4 years of experience: 15 marks	
	1-2 years of experience: 10 marks	
2. Delivery Capability	Ability to deliver within 48 hours: 20 marks	20
	Limited delivery capacity (beyond 48 hours): 10 marks	
3. Financial Stability	Turnover PKR 10 million or above (with financial proof): 20 marks	20
	Turnover PKR 7 million or above (with financial proof): 15 marks	
	Turnover PKR 5 million or above (with financial proof): 10 marks	
4. Client References	At least 2 positive references: 20 marks	20
5. Certificate	Valid authorized Distributor Certificate.	20

Total Marks: 100

Minimum Qualifying Marks: 70

Shehla Fazal

Head of Department (HR & Admin)

Naveed Aslam

Chief Manager Administration



NOT FOR BIDDING PURPOSE

Schedule of Requirement / Bid Form / BOQ
(On Complete Package Basis)
Tender Enquiry SLL-1054

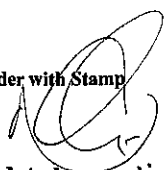
(Contract for the Period of One Year)

Sr	Item Description	UOM	Quantity (01)	Total % offered on Purchase Price (Inclusive of all taxes except GST)
01	Air Freshener	Each	01	
02	Floor Cleaner	Each	01	
03	Duster	Each	01	
04	Floor Polish	Each	01	
05	Glint	Each	01	
06	Broom	Each	01	
07	Mop	Each	01	
08	Soap Bar	Each	01	
09	Hand Wash	Each	01	
10	Liquid Dishwasher	Each	01	
11	Toilet Cleaner	Each	01	
12	Insect Killer Spray	Each	01	
13	Garbage Bags	Each	01	
14	Paper Towel	Each	01	
15	Phenyl	Each	01	
16	Foam Dishwasher	Each	01	
17	Surf (kg)	Each	01	
18	Tissue Box	Each	01	
19	Tissue Rolls	Each	01	
20	Tooth Pick (Plastic)	Each	01	
21	Sanitizer (Pump 250 ml)	Each	01	

NOT FOR BIDDING PURPOSE


Shehla Fazal
HOD (Admin & HR)

Signature of Bidder with Stamp


Naveed Aslam
Chief Manager (Administration)



**Schedule of Requirement / Bid Form / BOQ
(On Complete Package Basis)
Tender Enquiry SLL-1054**

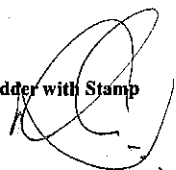
Sr	Item Description	UOM	Quantity	Total % offered on Purchase Price (Inclusive of all taxes except GST)
22	Pencil Cells (AA)	Each	01	
23	Pencil Cells (AAA)	Each	01	
Total Average Profit %				

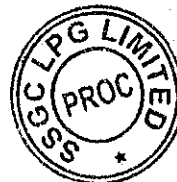
Note:

- Bidders are required to specify the total percentage of profit offered on *Purchase Price* of each item (inclusive of all taxes except GST).
- Bidders must provide the point-of-sale (POS) receipt from a *reputable source/authorized dealer or distributor* for each item at the time of invoice submission. All items Serial Numbers 01 to 40 should be of Premium Quality.
- POS Price is subject to change whereas percentage of profit will remain unchanged.
- The successful bidder shall supply all items listed under Serial Numbers 01 to 23 on a monthly basis.
- At the time of delivery, an inspection will be carried out by the SSGC LPG User Department and delivery will be accepted accordingly.
- **This BOQ is valid for One Year (12) month. Price may increase / decrease subject to inflation but % offered on each item will remain consistent.**
- Bidders are advised to submit samples of all items listed under Serial Numbers 01 to 23 at the time of bid submission.
- The bidder must be registered with FBR and GST, and must be listed as an active taxpayer.
- Bidder must possess Office with valid email address and cell number.
- Provide Affidavit that presently the contractor / company is not blacklisted by any Government / Semi-Government / Private institution.


Shehla Fazal
HOD (Admin & HR)

Signature of Bidder with Stamp


Naveed Aslam
Chief Manager (Administration)



Schedule of Requirement / Bid Form / BOQ
(On Complete Package Basis)
Tender Enquiry SLL-1054

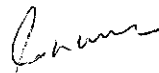
- Each and every page of the bid documents being submitted by the bidders should be signed and stamped failing which the bid may be liable for rejection.


Evaluation Criteria:

- Technically Compliant & most advantageous bidder (Lowest Total Avg. Profit %) on complete package basis.



NOT FOR BIDDING PURPOSE


Shehla Fazal
HOD (Admin & HR)

Signature of Bidder with Stamp 
Naveed Aslam
Chief Manager (Administration)

SECTION: VIII
Form - X

Supplier Code: _____

FORM-X
BANK ACCOUNT DETAILS FOR ALL BENEFICIARIES

(Mandatory requirement for Digital Online Banking)

As per FBR Regulations ref # C.No.4 (24) IT- Budget / 2021-142150-R dated 23rd September 2021 to make the payment online w.e.f 01-11-2021. All beneficiaries and required to fill the below details, which is mandatory.

Name of Firm: _____

Address of Firm: _____

CNIC #: _____

NTN #: _____

Bank Name: _____

A/C Title name: _____

Branch Code: _____

Branch A/C #: _____ (16 Digits)

Bank IBAN #: _____ (24 Digits)

Information Already Submitted.

NOT FOR BIDDING PURPOSE



Note: Please be attached copy of Cheque / Account Maintenance Certificate. (Mandatory).

Authorized Sign & Stamp

Date: _____

All payments transactions will be made on above mentioned Account details. This is only a one-time information to be provided by the all beneficiaries. In case of the above details has already submitted, please tick the box above **"Information already submitted"** and also ensure Form-X is **duly signed and stamped.**

NOT FOR BIDDING PURPOSE



Form of Bid-Securing Declaration

[The Bidder shall fill in this Form in accordance with the instructions indicated.]

Date: [date (as day, month and year)]

No.: [number of Bidding process]

Alternative No.: [insert identification No if this is a Bid for an alternative]

To: [complete name of Procuring Agency]

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid-Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective

category of public procurement proceedings for a period of (not more than) six months, if fail to

abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

- (a) have withdrawn our Bid during the period of Bid validity specified in the Letter of Bid; or
- (b) having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid validity, (i) fail or refuse to sign the Contract or (ii) fail or refuse to furnish the Performance Security (or guarantee), if required, in accordance with the ITB.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder;

or (ii) twenty-eight days after the expiration of our Bid.

Name of the Bidder _____

Name of the person duly authorized to sign the Bid on behalf of the Bidder** _____

Title of the person signing the Bid _____

Signature of the person named above _____

Date signed _____ day of _____

*: In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder

** : Person signing the Bid shall have the power of attorney given by the Bidder attached to the Bid

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all members to the Joint Venture that

submits the Bid.]

