BIDDING DOCUMENTS

PROCUREMENT OF DIETARY ITEMS AND LPG

1. INVITATION TO BID

Sealed bids are invited for the procurement of dietary items and LPG lot wise during financial year 2023-24, under Punjab Procurement Rules 2014, from experienced and financially sound business enterprises, registered with Income tax and sales tax departments (Where applicable) as per government regulations with the status of active tax payer in their respective lots. Lots are as follows:

Lot#	Name	Estimated Tender Amount (Rs)	1% Bid Security (Rs) (In the form of CDR/DD/PO)
01	Wheat Products	15,418,030/-	154,180/-
02	Pulses (Daalein)	3,850,815/-	38,508/-
03	Rice	5,772,000/-	57,720/-
04	Sugar (Cheeni)	1,834,135/-	18,341/-
05	Cooking Oil	10,119,840/-	101,198/-
06	Loose Spices (Khulay Masalajat)	850,767/-	8,508/-
07	Packed Items	4,631,826/-	46,318/-
08	Bakery Items	1,524,294/-	15,243/-
09	Eggs	2,653,920/-	26,539/-
10	Chicken	5,052,176/-	50,522/-
11	Meat (Mutton)	2,387,980/-	23,880/-
12	Meat (Beaf / Veal)	2,732,403/-	27,324/-
13	Fresh Milk	8,412,763/-	84,128/-
14	Vegetable and Fruit (Sabziaat aur Phall)	7,099,475/-	70,995/-
15	LPG	11,580,360/-	1,15,804/-

The intending bidders are advised to submit their profiles including **technical and financial bids** in separately sealed envelopes in a single package. Pre-bid meeting will be held on 03rd August 2023 at 11:00 AM.

Bid documents are immediately available and can also be purchased from School during office hours for Rs 500/- . The bid documents are also available at the PPRA website www.ppra.punjab.gov.pk and PDS & CEA website www.daanishschools.edu.pk. Completed bids should reach by 10th August 2023 up to 10:30 at School. Technical bids will be opened on the same day at 11:00 am.

Principals, Daanish Schools (Boys & Girls) Dera Ghazi Khan
By-Pass 3-Km Taunsa Road, Dera Ghazi Khan
Contact No. 0333-9712122, 0333-8595475

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2. DEFINITIONS

a. "Authorized Representative" means any representative appointed, from time to time, by the Purchaser and the Bidder/ Contractor in proper manner.

b. “Bidder/ Tenderer” means the interested Firm/ Company that may provide or provides related goods / services to any of the public/ private sector organization under the contract and have registered for the relevant business thereof.

c. "Commencement Date of the Contract" means the date on which the signature of both purchaser and the contractor are affixed to the written contract.

d. "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.

e. "Contractor/ Vendor" means the Tenderer whose bid has been accepted and awarded Letter of Acceptance followed by the signing of Contract.

f. "Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.

g. "Business Enterprises" includes individual, association of persons, firm, company, corporation, institution and organization, etc., having legal capacity.

h. "Purchaser" means the Principals of the Daanish Schools (Boys & Girls) Dera Ghazi Khan.

i. "Services" means “labor and transportation” services which the Contractor is required to provide the Purchaser under the Contract.

j. “Goods " means Dietary items

k. “Manufacturer” means manufacturer of Dietary Items.

l. “Seller” means a person having proper sale point at some main market of a city.

m. “Supplier” means supplier of dietary items and LPG.

3. ALLOCATION OF FUNDS

Punjab Daanish Schools and Centers of Excellence Authority has allocated funds to the Daanish Schools (Boys & Girls) Dera Ghazi Khan for the procurement of Dietary Items and LPG during the financial year 2023-2024.

4. QUANTITY AND SPECIFICATION

Dietary items and LPG are grouped in different lots. Estimated Quantity, price and specification of each item in each lot, required during the contract period are mentioned, in the **“LIST OF ITEMS”** at **Annex-A**. The items will be delivered / off loaded at the Schools store-rooms.

The bids should be given lot wise inclusive of all taxes/duties/charges/packing/freight charges. The bid should be submitted on the prescribed **“BID FORM** “at **Annex-B**.

5. **BID SECURITY**

Technical Proposal must be accompanied with Bid Security in the form of original CDR / DD / PO in the favor of "Security Account of Daanish School Boys Dera Ghazi Khan" Amount of bid security for each lot is mentioned in the **"LIST OF ITEMS"** at **Annex-A**.

6. **TERMS AND CONDITIONS**

Any offer not in line with the instructions, terms & conditions of the bidding document will be rejected. No offer shall be considered if:-

a. Received without Bid Security equal to the amount mentioned for each lot in the Lot wise List of Items, in the form of CDR /DD / PO in favor of "Security Account of Daanish School Boys, Dera Ghazi Khan".

b. Received after fixed date and time.

c. Any page of bidding document is unsigned and unstamped by the owner or authorized representative of the owner.

d. Purchase receipt of bid document is not enclosed in technical proposal.

e. The offer is ambiguous, conditional.

f. The offer is from a blacklisted firm/ suspended by the Government.

g. The offer received is of a shorter validity than required in the tender enquiry.

h. The offer is for items not conforming of specifications indicated in the bidding documents.

i. Offer of any item within the lot is missing.

7. TECHNICAL INSPECTION OF BUSINESS

School may verify the ownership of business and shall inspect / verify the experience. In case of incongruity of experience, non-ownership of business, the firm may be technically disqualified and may not be eligible to participate in financial bidding, in such a case the financial bid will be returned unopened to the bidder.

8. **BIDDING PROCEDURE**

a. All bidders must submit their bids lot wise in accordance with **"Single Stage-Two Envelope Procedure"** of Punjab Procurement Rules 2014 vide clause 38(2), detail as under:-

(i) the bid shall be a single package consisting of two separate envelopes, containing separately the financial and the technical proposals;

(ii) the envelopes shall be marked as **"FINANCIAL PROPOSAL"** and **"TECHNICALPROPOSAL"**;

(iii) in the first instance, the "Technical Proposal" shall be opened and the envelope marked as

b. **"Financial Proposal"** shall be retained unopened in the custody of the procuring agency.

(i) the procuring agency shall evaluate the technical proposal as per criteria mentioned in "**Technical Evaluation Sheet** "at **Annex-C**, without reference to the price and shall reject any proposal which does not conform to the specified

requirements;

(ii) during the technical evaluation no amendments in the technical proposal shall be permitted;

(iii) after the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposals of the technically accepted bids, publically at a time, date and venue announced and communicated to the bidders in advance, within the bid validity period

(iv) the financial bids found technically non- responsive shall be returned un-opened to the respective bidders; and

(v) the lot wise lowest evaluated bid shall be accepted;

(vi) Procuring agency reserves the right to reject all bids in accordance with Punjab Procurement Rules - 2014.

9. **BID VALIDITY**

Bid will be valid for 90 days from biding date.

10. **QUALITY**

The bidders will bring sample of non-perishable items / dry ration strictly according to item's specifications. The selected samples of successful bidder/s may be sent if deemed appropriate for laboratory examination to confirm the required specifications. All the laboratory test charges will be paid by the successful bidder/s.

During the contract period, if deemed necessary the selected samples from the consignments of non-perishable items / dry ration may be examined randomly from laboratory. Expenditures incurred on all laboratory tests will be borne / paid by contractor.
Each consignment of perishable items will be examined by the School inspection committee. In case of any difference in the quality of items as per prescribed specifications / quality standards, the consignment will be returned, and contractor will provide the items as per specifications within given time, on the cost, borne by contractor.

11. **DEMAND / DELIVERY PERIOD / SUPPLY PROCEDURE**

Successful bidder/s will have to supply the items of the respective lot/s as per time / quantity given in purchase orders, during the contract period. Purchase order /demand of non-perishable / dry items will be issued to the contractor who will be bound to supply items within 10 days.

Demand of perishable / fresh items may be given on daily/weekly basis. Demand of different variety of fruits and vegetables will be according to the season or months of availability as per mentioned in the Items List.
Failing which will render contractor(s) liable to be proceeded against as per terms and conditions of bidding document / agreement.

12. **PENALTIES BASED ON NON-PERFORMANCE**

a. Delayed Supply

i. In case of delayed supply of non-perishable / dry item(s) or consignment the contactor shall be charged penalty at the rate of 1 % for each day at the bid price of that particular item or consignment.

ii. In case of delayed supply of perishable item(s) or consignment the contactor shall be charged penalty at the rate of 2 % of that day at the bid price of that

particular item or consignment.

b. Non-supply

i. In case the contractor fails to supply the non-perishable / dry items within 20 days after issuance of purchase order, the failure will be considered as non-supply instead of delayed supply and the contractor shall be liable to be charged penalty at the rate of 5 % of the price of that particular item or consignment.

ii. In case the contractor fails to supply the perishable items consistently three times after issue of purchase order the failure will be considered as non-supply instead of delayed supply and the contractor shall be liable shall be charged penalty at the rate of 5 % of the price of particular item or consignment.

c. Risk and Cost

i. In case the contractor fails to supply the perishable or non-perishable items within given time, the School may fulfill the requirement by purchasing the items from open market on itself at market rate. In such a case the difference of cost in bid price and market rate will be deducted from monthly payment of the contractor in addition to penalty at the rate of 1 % and 2 % as applicable of price of that item or consignment.

ii. In case of any difference in the quality of items supplied as per prescribed specifications / quality standards, the consignment will be returned, and contractor will provide the items as per specifications within given time, on the cost, borne by contractor.

iii. In case the contractor fails to supply the perishable or non-perishable items as per prescribed specifications / quality standards within given time, the School will fulfill the requirement by purchasing the items from open market on itself. In such a case the difference of cost in bid price and market rate will be deducted from monthly payment of the contractor in addition to penalty at the rate of 1 % and 2 % as applicable of price of that item or consignment.

d. Forfeiture of performance Guarantee and Blacklisting

i. Frequent failures, both delayed supplies and non-supplies, will be considered as non-performance resulting in forfeiture of performance guarantee and termination of contract leading to the black listing. In such an eventuality, purchaser shall have right to offer the contract to the second lowest evaluated bidder at his bid price provided mutually agreed by both parties with the approval of school purchase committee.

13. **PAYMENT**

The payment will be made on monthly basis through cross cheque after fulfillment of necessary formalities like submission/verification of bills, delivery challan & satisfactory reports by purchase committee. Further deduction of all types of charges / taxes / penalties will be applicable.

14. **PERFORMANCE GUARANTEE**

The successful bidders will have to deposit performance guarantee of 3% of contract price. Performance guarantee shall be returned after successful completion of supplies / contract i.e. fulfillment of all terms and conditions of the bid and the contract. In case of any breach, or failure to fulfill any of the terms and condition of the tender and /or of contract, the performance guarantee shall be forfeited.

14A. **EXTENSION OF CONTRACT**

Purchase committee with the consent of Head Office PDS&CEA, reserves the right to extend the contract for a period of three to six months on satisfactory performance by the contractors.

15. **CLOSING OF CONTRACT**

Except for defect liability by the contractor, as specified in the conditions of contract, performance of the contract shall be deemed close on settlement of accounts. Disputes if any shall be resolved through dispute resolution mechanism provided in the contract.

In case of any non-payment of defect liability by the contractor the amount may be settled from the performance guarantee deposited by contractor.

16. **DISPUTE RESOLUTION / REDRESSAL OF GRIEVANCE**

In case of any grievance on the decision given by the purchase committee, Deputy Commissioner / Chairman Governing Body Daanish Schools will be the Sole Arbitrator and his decision will be binding on both the parties to this agreement as well as his decision cannot be challenged in any court of Law.

17. **ACCEPTANCE / REJECTION**

Principals Daanish Schools (Boys and Girls) reserves the right to accept and reject any or all bids at any time prior to the acceptance of a bid.

The procuring agency reserves the right to purchase full or part of the dietary items or ignore/scrap/cancel the tender in the light of Punjab Procurement Rules, 2014.

GENERAL INSTRUCTIONS

1. Bidders shall bid the rates lot wise. Rate of each item within the lot should be given. In case of missing rate of any item in the lot, that bid will be rejected. Bidder may bid rates in one or more lots. Rates quoted shall be in terms of units specified. Bids will be evaluated lot wise.

2. Bidders shall give evidences of their business /firm/warehouses/godowns/ Registrations/ licenses/ experience/ Tax detail / bank statements with complete relevant / valid documents attached.

3. The bidders should specifically indicate their rates. Any erasing/cutting/crossing etc. appearing in the offer must be properly signed by the persons signing the tender. Offer with any overwriting shall in no circumstances be accepted.

4. Contractors shall provide the items of equivalent brand for which the brands are mentioned. In case of difference of opinion on equivalence of brand, the decision of the purchase committee will be considered final binding for all.

5. No packed item having expiry date with remaining expiry time less than 50 % of total useable time will be accepted. Whereas, Bread will be accepted fresh.

6. Daanish Schools reserves the right to reject all bids in accordance with the Punjab Procurement Rules - 2014.

7. Bidders shall submit complete details of their firm, offices, and workplaces, Staff along with postal address, Phones/Fax numbers, E-mail and Website information.

8. In case "Similar" items offered are at variance with the specification given in the bidding document, the bidders must clearly identify variations in their offers. Items offered of a specification superior to the one specified in the bidding documents shall however, be acceptable. In case of difference of opinion on equivalence of brand, the decision of the purchase committee will be considered final binding for all.

9. Payment of LPG will be made as per weight of gas after submission of fitness certificates of cylinders by the concerned inspecting authority. Net quantity will be calculated / considered for payment at the time of return of used cylinders.

10. Quantity and Quality of Perishable/Non-Perishable/Dry Items will be supplied by successful bidder during office hours and will be inspected/checked at entrance gate. Then supply will be finally delivered to mess store of concerned school.

11. Any other information/ details required, in this connection, may be acquired from the Admin Office, Daanish Schools on any working day during office hours.

SPECIAL INSTRUCTIONS

1. Procurement process shall be conducted and completed under strict compliance of PPR -2014.
2. Procuring Agency, Daanish Schools (Boys and Girls) Dera Ghazi Khan will issue purchase / demand orders as per requirement during the period of contractor.
3. Contractor will ensure to observe utmost standards of hygiene and cleanliness of his operations, delivery procedure, items etc.
4. Contractor will only interact with nominated person / staff members of School. Interaction of contractor or his workers with students or irrelevant persons will be intolerable and may result in penalty or termination of contract and forfeiture of performance guarantee.
5. Contractor will settle all his personal disputes / litigations / conflicts at his own without involving procuring agency or its premises. Violation may result in termination of contract with forfeiture of performance guarantee.
6. If contractor will terminate the contract before its completion, performance guarantee will be forfeited.
7. Contractor will provide security / police clearance certificate of his own and his workers / representatives.
8. All taxes announced by tax authorities from time to time are applicable.

CONTRACT AGREEMENT
(On stamp paper value Rs 500)

This CONTRACT AGREEMENT (this "Contract") made as of the **[day]** of **[month]**, **[year]**, between **[Daanish Schools (Boys & Girls)** Dera Ghazi Khan**]** (the "Purchaser"), on the one part, and **[full legal name of Contractor & Address],** on the other part severally liable to the Purchaser for all of the Contractor's obligations under this Contract and is deemed to be included in any reference to the term "the Contractor" for procurement of **[Items].**

RECITALS

WHEREAS,

(a) The Purchase has requested the Contractor to provide certain supply of Goods as described in Tender Document; and

(b) The Contractor, have represented to the Purchaser that it has the required professional skills, and personnel and technical resources, has agreed to provide such items on the terms and conditions set forth in this Contract.

NOW THEREFORE, the Parties to this Contract agree as follows:

1. The Contractor hereby covenants with the Purchaser to supply the items and to remedy damage therein, at the time and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of the payments to be made by the Purchaser to the Contractor.
2. The Purchaser hereby covenants with the Contractor to pay the Contractor, the Contract Price as may become payable, at the times and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of supply of the Goods and remedying of damage therein.
3. Bid document, Technical and financial bids, Acceptance letter & award notification and work order and minutes of pre-bid meeting shall be deemed to form and be read and construed as part of this Contract.

IN WITNESS whereof the Parties hereto have caused this Contract to be executed in accordance with the laws of Pakistan as of the day, month and year first indicated above.

[For Daanish Schools (Boys & Girls) Dera Ghazi Khan]	For **[full legal name of the Contractor]**
Signature_____	Signature_____
Name _____	Name _____
Designation _____	Designation _____
WITNESSES	
Signature_____	Signature_____
CNIC _____	CNIC _____
Name _____	Name _____
Designation _____	Designation _____

DOCUMENTS CHECKLIST

Documents as per following details should be attached with technical and financial proposals

1. **TECHNICAL PROPOSAL**

   a. Copy of valid CNIC attested by authorized person.
   b. Copy of NTN and Sales Tax Certificates (where applicable)
   c. Experience:
      i. Registration letter / certificate issued by respective authority, department, market committee, chamber of commerce, trade associations, SECP, company registrar.
      ii. Supply / sales evidences

   d. Registered with Tax Department/s: Declaration issued by Tax department, Registration with tax department / Tax Returns/ Tax paid / certificate of Active tax payer status

   e. Amount of Tax: Tax Returns

   f. Bank Account Maintenance: Certificate issued by bank that the account is being maintained since when and the title of account is what, last one year bank account statement.

   g. Complete business Profile printed on letter head with signature of proprietor and stamped

   h. Photocopy CDR / DD / PO as Bid Security

   i. Cover letter /Undertaking on Letter Head / Stamp Paper as per Annex-D.

   j. Original bid document purchased from School with each page signed and stamped.

   k. Original purchase receipt of bid document. Bidders who have down loaded from web sited have to attach bidding document price payment receipt issued from School.

   l. Authority letter duly signed and stamped by the Authority for participation of business representative.

2. FINANCIAL PROPOSAL

   a. Financial proposal on prescribed format attached at Annex-B having specification, estimated quantity and price, printed on letter head with signature of owner/ proprietor and stamped.

   b. Original of CDR / DD

Note: Document with valid signatures of proprietor / authorized representative will only be accepted.

ANNEX-A

DAANISH SCHOOLS (BOYS & GIRLS) DERA GHAZI KHAN

LIST OF DIETARY ITEMS (TABLE OF QUANTITIES)

Lot Number 01 (Wheat Products)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Atta	Super Fine Moisture not more than 14% Acidity Not more than 0.115 percent Gluten (dry weight basis) Not less than 8 percent	Kg	59,870	51,865	111,735	
2	Maida	Super Fine Quality Moisture not more than 14% Acidity Not more than 0.115 percent Gluten (dry weight basis) Not less than 8 percent	Kg	2,285	1,979	4,264	
3	Suji	Super Fine Quality Moisture not more than 12% Acidity Not more than 0.115 % Gluten (dry weight basis) Not less than 7 %	Kg	333	288	621	

Lot Number 02 (Pulses, Daalein)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Dal Chana	Shall be clean, dry, sound, whole some, sweet and free from admixture of un whole substances. Foreign matter - Not more than 2% Damaged grains - Not more than 6% Foreign food grains - Not more than 3%	Kg	1,733	1,502	3,235	
2	Dal Mash		Kg	832	721	1,553	
3	Dal Moung		Kg	1,275	1,104	2,379	
4	Dal Masoor		Kg	888	769	1657	
5	Red & White Bean (Lobia)		Kg	395	342	737	
6	White Chana (Whole)		Kg	1,332	1,154	2,486	

Lot Number 3 (Rice)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Rice	Super Kainat (1121) or (1509) double steam /Super kernel double steam basmati shall be dry sweet clean whole some and free from poisonous substance Moisture Not more than 13 percent Foreign matter - Not more than 3% Weevilled grains - Not more than 1.5% Damage grains - Not more, then 0.5% Broken grains Not more than 4.0 percent	Kg	10,309	8,931	19,240	

Lot Number 4 (Sugar, Cheeni)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Sugar (Cheeni)	Super fine, colorless, odour less, Crystalline. Moisture not more than 0.5 percent by weight Sucrose Not less than 99.5 percent by weight Extraneous matter Not exceed 0.1 percent by weight	Kg	8,546	7,403	15,949	

Lot Number 05 (Cooking Oil)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Cooking Oil	Season, Habib, Kissan, Manpasand, Talu and Meezan or equivalent	Ltr	9,349	8,099	17,448	

Lot Number 06 Loose spices (Khulay Masala Jaat)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Imli	A grade quality, fresh, clean wholesome, dry. normal in taste, smell and color	Kg	31	27	58	
2	Safaid Till		Kg	6	5	11	
3	Meetha Soda		Kg	11	10	21	
4	Kishmish		Kg	20	18	38	
5	Khopra		Kg	17	15	32	
6	Dhania		Kg	72	63	135	
7	**Gram Masala**		Kg				
	a. Safaid Zeera	Fine quality. Shall have the characteristic colour and aroma. It shall be free from any added coloring matter. Moisture Not more than 10 percent	Kg	89	77	166	
	b. Kali Mirch	Fine quality having the characteristic flavour, pungent taste and free from foreign starch and other extraneous matter, moisture not more than 10 percent.	Kg	21	19	40	
	c. Ilaichi Bari	Fine quality shall be free from added coloring matter, alive or added insects. It shall contain moisture not more than 12 percent	Kg	18	15	33	
	d. Ilaichi Choti	Fine quality Shall be free from added colouring matter Mositure-Not more than 12%	Kg	9	8	17	
	e. Dar Cheeni (Whole)	Fine quality shall not contain any foreign substance and coloring matter/shall be free from insect damaged matter. Moisture - not more then 12%	Kg	18	15	33	

	f. Long (Whole)	Fine quality, Moisture - not more than 12%	Kg	9	8	17	
	g. Javatri	Fine quality Shall be sound, free from infestation and added colouring matter. Moisture not more than 7%	Kg	1	1	2	
	h. Jafal (Whole)	Fine quality, Moisture - Not more the 8%	Kg	1	1	2	
	i. Bad e Khatai	Fine quality shall not contain any foreign substance and coloring matter shall be free from insect damaged matter.	Kg	1	-	1	

Lot Number 07 (Packed Items)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Custurd	National, Rafhan or equivalent	275 gm Per Pack	501	434	935	
2	Sawayyan	National or equivalent	140 gm Per Pack	888	769	1,657	
3	Zarda Color	Food Grade, Best Quality	Box of 25 Sachets. (Net Weight 5 gm for each Sachet)	107	93	200	
4	Match Box	Hockey, Kite or equivalent	10 Per Box	87	75	162	
5	Sharbat	Rooh e Afza /Jam e Sherin or equivalents	800 ml	285	247	532	
6	Salt Iodized	National or equivalent	800 gm	1,961	1,699	3,660	
7	Yeast	Fine quality	450 gm per pack	10	9	19	
8	**Pack Masala**						
	a. Quorma Masala	National, Shan or equivalent	Pkt 42 Gram	284	246	530	
	b. Kofta/Haleem Masala	National, Shan or equivalent	Pkt 42 Gram	27	23	50	
	c. Baryani Masala	National, Shan or equivalent	Pkt 42 Gram	346	300	646	
	d. Shami Keebab Masala	National, Shan or equivalent	Pkt 42 Gram	134	116	250	
	e. Laal Mirch	National, Shan or equivalent	Kg	312	270	582	
	f. Haldi	National, Shan or equivalent	Kg	160	139	299	
9	Tea	Lipton, Tapal or equivalent	875 gm	246	213	459	
10	Butter	Nurpur, Adam or equivalent	Kg	144	125	269	
11	Jam / Marmalade	Mitchells, National or equivalent	440 gm per Bottle	1,109	961	2,070	
12	Biscuit (Tikky Pack)	Peek Freans, LU or equivalent	No	64,552	55,922	120,474	

Lot Number 08 (Bakery Items)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Bread	Fresh, Good quality	700 gm to 725 gm (+ -) 5 gm 22 apx Slices Nos	4,712	4,082	12,300	
2	Cake	Dawn or equivalent	200 gm (+ -) 10 gm 8-Slices per Pack			-	

Lot Number 09 (Eggs)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Eggs	Fresh, weight not less than 50 gm	No	59,251	51,329	110,580	

Lot Number 10 (Chicken)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Chicken	Without pota, Kalaji, weight not more than 2Kg and not less 1.5 Kg (live / un slaughtered). Slaughtered in school.	Kg	4,694	4,067	8,761	

Lot Number 11 Meat (Mutton)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Mutton	Healthy young animal (60% male and 40% female) slaughtered in school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg	988	856	1,844	

Lot Number 12 Meat (Beef / Veal)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Boneless Beef / Veal	Healthy young animal slaughtered in front of rep of school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg	692	600	1,292	
2	Beef / Veal with bone		Kg	1,505	1,304	2,809	

Lot Number 13 (Fresh Milk)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	Fresh Milk	Shall not contain any added water, permitted food additive, other added substances, traces of antibiotic substance and hormonal residue. Not less than 3.5%-4% of milk fat.	Ltr	37,050	32,096	69,146	

Lot Number 14 Vegetables and Fruits (Sabziaat aur Phall)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	**Fresh Vegetables**		Kg				
	a. Gajar (Dec to Feb)	A grade quality, fresh, Shall be clean whole some, sound. Shall not be dried. Shall be without shriveled or discolored	Kg	479	415	894	
	b. Mooli (Dec to March)		Kg	443	384	827	
	c. Shaljum (Dec to Feb)		Kg	689	597	1,286	
	d. Palak (Nov to Aug)		Kg	2,171	1,881	4,052	
	e. Arvi (Jun to Nov)		Kg	85	73	158	
	f. Muttor (Dec to Feb)		Kg	157	136	293	
	g. Gobhi (Dec to May)		Kg	2,220	1,923	4,143	
	h. Bund Gobhi (Dec to May)		Kg	302	261	563	
	i. Bangon (Mar to Oct)		Kg	338	293	631	
	j. Kadu (Mar to May) (Aug to Nov)		Kg	3,270	2,833	6,103	
	k. Bhindi (Mar to May)		Kg	44	38	82	
	l. Teenday (Apr to Sep)		Kg	630	546	1,176	
	m. Tori (Apr to Sep)		Kg	579	502	1,081	
	n. Kareela (Apr to Aug)		Kg	28	24	52	
	o. Kheera (Feb to May)		Kg	461	400	861	
	p. Lemon (all season)		Kg	63	55	118	
	q. Tar (May to Sep)		Kg	-	-	-	
	r. Adhrak (all season)		Kg	212	184	396	
	s. Lehsan (all season)		Kg	226	196	422	

	t. Sabaz Mirch (all season)		Kg	338	293	631	
	u. Podina (all season)		Kg	2	2	4	
	v. Tomato (all season)		Kg	2,758	2,390	5,148	
	w. Dhania (All season)		Kg	506	438	944	
	x. Aloo (All Season)		Kg	13,111	11,358	24,469	
	y. Piaz (all season)		Kg	6,255	5,419	11,674	
2	**Fresh Fruit**						
	a. Keela (Aug to Apr)	A grade, fresh, shall not be withered shriveled discolored or bruised	Doz.	1,629	1,411	3,040	
	b. Seeab (Aug to Mar)		Kg	1,817	1,574	3,391	
	c. Kinno/Fruiter/Mitha (Dec to Feb)		Kg	1,535	1,330	2,865	
	d. Amrood (Nov to Mar)		Kg	358	310	668	
	e. Kharboza/Garma/Sarda (Mar to Jun)		Kg	2,609	2,260	4,869	
	f. Aam (Jun to Aug)		Kg	122	105	227	
	g. Khajoor		Kg	291	252	543	
	h. Tarbooz		Kg	285	247	532	

Lot Number 15 (LPG)

Sr. No.	Items	Specification	Unit Kg/Ltr	Estimated Quantity			Remarks
				Boys	Girls	Total	
1	LPG	OGRA approved Standard	Kg	23,506	20,359	43,865	

ANNEX – B

PRINTED ON LETTER HEAD OF BIDDER WITH DETAIL ADDRESS AND CONTACT NUMBERS

BID FORM

(Financial Bid / Proposal)

QUOTED RATES

Below quoted rates are as per specifications mentioned in Bid Documents inclusive of all taxes/duties/charges/packing/freight /loading/unloading/lab testing with delivery of all items at Schools Stores.

Lot Number 01 (Wheat Products)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Atta	Super Fine Moisture not more than 14% Acidity Not more than 0.115 percent Gluten (dry weight basis) Not less than 8 percent	Kg		111,735	
2	Maida	Super Fine Quality Moisture not more than 14% Acidity Not more than 0.115 percent Gluten (dry weight basis) Not less than 8 percent	Kg		4,264	
3	Suji	Super Fine Quality Moisture not more than 12% Acidity Not more than 0.115 % Gluten (dry weight basis) Not less than 7 %	Kg		621	
					Total Amount	

Dated: _____

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Signature with Stamp

ANNEX – B

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BID FORM

(Financial Bid / Proposal)

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Lot Number 02 Pulses (Daalein)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Dal Chana	Best Quality Shall be clean, dry, sound, whole some, sweet and free from admixture of un whole substances. Foreign matter - Not more than 2% Damaged grains - Not more than 4% Foreign food grains - Not more than 2%	Kg		3,235	
2	Dal Mash		Kg		1,553	
3	Dal Moung		Kg		2,379	
4	Dal Masoor		Kg		1,657	
5	Red & White Beans (Lobia)		Kg		737	
6	White Chana (Whole)	Shall be clean, dry, sound, whole some, sweet and free from admixture of un whole substances. Foreign matter - Not more than 2% Damaged grains - Not more than 6% Foreign food grains - Not more than 3%	Kg		2,486	
					Total Amount	

Dated: _____

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(Financial Bid / Proposal)

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Lot Number 03 (Rice)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Rice	Super Kainat (1121) or (1509) double steam /Super kernel double steam basmati shall be dry sweet clean whole some and free from poisonous substance Moisture Not more than 13 percent Foreign matter - Not more than 3% Weevilled grains - Not more than 1.5% Damage grains - Not more, then 0.5% Broken grains Not more than 4.0 percent	Kg		19,240	
					Total Amount	

Dated: _____

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ANNEX – B

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(Financial Bid / Proposal)

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Lot Number 4, Sugar (Cheeni)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Sugar (Cheeni)	Super fine, colorless, odour less, Crystalline. Moisture not more than 0.5 percent by weight Sucrose Not less than 99.5 percent by weight Extraneous matter Not exceed 0.1 percent by weight	Kg		15,949	
					Total Amount	

Dated: _____

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BID FORM

(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 5, Cooking Oil

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Cooking Oil	Season, Habib, Talu, Kissan, Meezan and Manpasand or Equivalent	Ltrs		17,448	
					Total Amount	

Dated: _____

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ANNEX – B

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BID FORM

(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 6 Loose spices (Khulay Masala Jaat)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Imli	A grade quality, fresh, clean wholesome, dry. normal in taste, smell and color	Kg		58	
2	Safaid Till		Kg		11	
3	Meetha Soda		Kg		21	
4	Kishmish		Kg		38	
5	Khopra		Kg		32	
6	Dhania		Kg		135	
7	**Gram Masla**					
	a. Safaid Zeera	Fine quality. Shall have the characteristic colour and aroma. It shall be free from any added coloring matter. Moisture Not more than 10 percent	Kg		166	
	b. Kali Mirch	Fine quality having the characteristic flavour, pungent taste and free from foreign starch and other extraneous matter, moisture not more than 10 percent.	Kg		40	
	c. Ilaichi Bari	Fine quality shall be free from added coloring matter, alive or added insects. It shall contain moisture not more than 12 percent	Kg		33	
	d. Ilaichi Choti	Fine quality Shall be free from added colouring matter Mositure-Not more than 12%	Kg		17	
	e. Dar Cheeni (Whole)	Fine quality shall not contain any foreign substance and coloring matter/shall be free from insect damaged matter.Moisture - not more then 12%	Kg		33	
	f. Long (Whole)	Fine quality, Moisture - not more than 12%	Kg		17	
	g. Javatri	Fine quality Shall be sound, free from infestation and added colouring matter. Moisture not more than 7%	Kg		2	
	h. Jafal (Whole)	Fine quality, Moisture - Not more the 8%	Kg		2	
	i. Bad e Khatai	Fine quality shall not contain any foreign substance and coloring matter shall be free from insect damaged matter.	Kg		1	
					Total Amount	

Dated: _____

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Signature with Stamp

ANNEX – B

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BID FORM

(Financial Bid / Proposal)

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Lot Number 7 (Packed Items)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Custurd	National, Rafhan or equivalent	275 gm Per Pack		935	
2	Sawayyan	National or equivalent	140 gm Per Pack		1,657	
3	Zarda Color	Food Grade, Best Quality	Box of 25 Sachets. (Net Weight 5 gm for each Sachet)		200	
4	Match Box	Hockey, Kite or equivalent	10 Per Box		162	
5	Sharbat	Rooh e Afza /Jam e Sherin or equivalents	800 ml		532	
6	Salt Iodized	National or equivalent	800 gm		3,660	
7	Yeast	Fine quality	450 gm per pack		19	
8	**Pack Masala**					
	a. Quorma Masala	National, Shan or equivalent	Pkt 42 Gram		530	
	b. Kofta/Haleem Masala	National, Shan or equivalent	Pkt 42 Gram		50	
	c. Baryani Masala	National, Shan or equivalent	Pkt 42 Gram		646	
	d. Shami Keebab Masala	National, Shan or equivalent	Pkt 42 Gram		250	
	e. Laal Mirch	National, Shan or equivalent	Kg		582	
	f. Haldi	National, Shan or equivalent	Kg		299	
9	Tea	Lipton, Tapal or equivalent	875 gm		459	
10	Butter	Nurpur, Adam or equivalent	Kg		269	
11	Jam / Marmalade	Mitchells, National or equivalent	440 gm per Bottle		2,070	
12	Biscuit (Tikky Pack)	Peek Freans, LU or equivalent	No		120,474	
				Total Amount		

Dated: _____

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ANNEX – B

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BID FORM

(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 8 Bakery Items (Bread and Cake)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Bread	Fresh, Good quality	700 gm to 725 gm (+ -) 5 gm 22 apx Slices Nos		12,300	
2	Cake	Dawn or equivalent	200 gm (+ -) 10 gm 8-Slices per Pack	-	-	-
					Total Amount	

Dated: _____

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BID FORM

(Financial Bid / Proposal)

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Lot Number 9 Eggs

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Eggs (Hen)	Fresh, weight not less than 50 gm	No		110,580	
					Total Amount	

Dated: _____

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ANNEX – B

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BID FORM

(Financial Bid / Proposal)

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Lot Number 10 (Chicken)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Chicken	Without pota, Kalaji, weight not more than 2Kg and not less 1.5 Kg (live / un slaughtered). Slaughtered in school.	Kg		8,761	
					Total Amount	

Dated: _____

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ANNEX – B

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BID FORM

(Financial Bid / Proposal)

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Lot Number 12 Meat (Mutton)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Mutton	Healthy young animal (60% male and 40% female) slaughtered in school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg		1,844	
					Total Amount	

Dated: _____

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Signature with Stamp

ANNEX – B

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BID FORM

(Financial Bid / Proposal)

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Lot Number 13 Meat (Beef / Veal)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Boneless Beef	Healthy young animal slaughtered in front of rep of school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg		1,292	
2	Beef / Veal		Kg		2,809	
					Total Amount	

Dated: _____

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(Financial Bid / Proposal)

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Lot Number 14 (Fresh Milk)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	Fresh Milk	Shall not contain any added water, permitted food additive, other added substances, traces of antibiotic substance and hormonal residue. Not less than 3.5%-4% of milk fat.	Ltr		69,146	
					Total Amount	

Dated: _____

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Signature with Stamp

ANNEX – B

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BID FORM

(Financial Bid / Proposal)

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Lot Number 15 (Vegetable and Fruit (Sabziaat aur Phall)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	**Fresh Vegetables**					
	a. Gajar (Dec to Feb)	A grade quality, fresh, Shall be clean whole some, sound. Shall not be dried. Shall be without shriveled or discolored	Kg		894	
	b. Mooli (Dec to Feb)		Kg		827	
	c. Shaljum (Dec to Feb)		Kg		1,286	
	d. Palak (Dec to May)		Kg		4,052	
	e. Arvi (Aug toFeb)		Kg		158	
	f. Muttor (Dec to Feb)		Kg		293	
	g. Gobhi (Dec to May)		Kg		4,143	
	h. Bund Gobhi (Dec to May)		Kg		563	
	i. Bangon (Mar to May)		Kg		631	
	j. Kadu (Mar to May) (Aug to Nov)		Kg		6,103	
	k. Bhindi (Mar to May)		Kg		82	
	l. Teenday (Mar to May)		Kg		1,176	
	m. Tori (Mar to May)		Kg		1,081	
	n. Kareela (Mar to Aug)		Kg		52	
	o. Kheera (Mar to May)		Kg		861	
	p. Lemon (all season)		Kg		118	
	q. Tar (Mar to May)		Kg		-	
	r. Adhrak (all season)		Kg		396	
	s. Lehsan (all season)		Kg		422	
	t. SabazMirch (all season)		Kg		631	
	u. Podina (Dec to Feb)		Kg		4	
	v. Tomato (all season)		Kg		5,148	
	w. Dhania (All season)		Kg		944	
	x. Aloo (All Season)		Kg		24,469	
	y. Piaz (all season)		Kg		11,674	
2	**Fresh Fruit**					
	a. Keela (Dec to Mar) (Aug to Nov)	A grade, fresh, shall not be withered shriveled discolored or bruised	Doz.		3,040	
	b. Seeab (Dec to May) (Aug to Nov)		Kg		3,391	
	c. Kinno/Fruiter/Mitha (Dec to Feb)		Kg		2,865	
	d. Amrood (Dec to Feb) (Mar to May)		Kg		668	
	e. Kharboza/Garma/Sarda (May to Jul)				4,869	
	f. Aam (Jun to Aug)		Kg		227	
	g. Khajor		Kg		543	
	h.Tarbooz		Kg		532	
				Total Amount		

Dated: _____

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Signature with Stamp

ANNEX – B

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BID FORM

(Financial Bid / Proposal)

QUOTED RATES

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Note: LPG rate would be quoted with ± %(percentage) on the ORGA Rates.

Lot Number 16 (LPG)

Sr. No.	Items	Specification (As per list of Items	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty (As per list of items)	Total Amount
1	LPG	OGRA approved Standard	Kg	±%	43,865	
					Total Amount	

Dated: _____

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Signature with Stamp

ANNEX –C

Technical Evaluation Criteria

Sr #	Parameter of Technical Evaluation	Yes / No	Documents at Flag ___	Remarks
1	Registration Certificates of Income tax and Sales Tax (Where Applicable)			
2	At least 1 year of verifiable experience in sale / supply of similar items			
3	Active tax payer status in both income and sales tax			
4	Account Maintenance certificate issued by bank			
5	Undertaking on stamp paper for not to be blacklisted by any Govt. Department in last two years			

Dated: _____

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Signature with Stamp

ANNEX – D

Format of covering letter / undertaking to be submitted with technical proposal

PRINTED ON LETTER HEAD OF BIDDER WITH DETAIL ADDRESS AND CONTACT NUMBERS

To

Daanish Schools (Boys & Girls) Dera Ghazi Khan

Subject: **Undertaking – Dietary Items and LPG Tender**

Dear Sir / Madam,

a) Having examined the tender document and Annexures I / we, the undersigned, in conformity with the said document, offer to provide the said items on terms of reference to be signed upon the award of contract for the sum indicated as per Price Schedule.

b) I / We hereby categorically confirm that the items offered by me /us are exactly to the particulars and specification as laid down in the bidding documents in all respects.

c) I / We accept that if the required Bid Security is not furnished or our offer is found lacking in any of the requirement of tender notice/bidding documents, it may be ignored.

d) I / We undertake, if my / our proposal is accepted, to provide the items comprise in the contract within time frames /delivery period that will be specified in purchase orders issued during contract period.

e) I / We agree to execute a contract in the form to be communicated by the school, incorporating all agreements with such alterations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.

f) I / We understand that you are not bound to accept a lowest or any bid you may receive, not to justify for rejection of any bid and that you will not defray any expenses incurred by us in biding.

g) I / We also declare that any of the Divisions / Departments of the Federal and Provincial Governments has not declared us blacklisted on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and are aware of the relevant provisions of the Bid Document.

h) It is further certified that none of the owner / director or representative or any other in this firm / company is / are black listed.

i) I / We also hereby confirm that in case of declared successful bidder the items will be supplied as per tender specifications and in case of failure, the procuring agency reserves the rights to forfeit the performance guarantee including blacklisting the firm.

j) It is certified and undertaken that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of tender and are liable to any punitive action for furnishing false information/ documents.

Date _____

Signature with Stamp