BIDDING DOCUMENTS

(PROCUREMENT OF SCHOOL UNIFORM)

PUNJAB DAANISH SCHOOLS & CENTERS OF EXCELLENCE AUTHORITY

1. INVITATION TO BID

Sealed bids are invited from all manufacturers, sellers and suppliers of school uniform items registered with Sales Tax and Income Tax Departments, under Punjab Procurement Rules 2014 for all Daanish School (Boys & Girls) under Framework Contract.

Lot No.	**Goods Type**	**Estimated Amount (Mn)**	**2% Bid Security (Rs)** (in the form of CDR / DD)
1	School Uniform Items (Boys)	54.211	1,084,220
2	School Uniform Items (Girls)	44.421	888,434

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 **Thursday, 19th October, 2023 at 11.00AM.**

The bid documents are immediately available and can also be purchased from PDS&CEA head office during office hours for **Rs 5000**. The bid documents are also available at the PPRA website www.ppra.punjab.gov.pk and PDS & CEA website www.daanishschools.edu.pk.

The completed bids should reach by **Monday, 30th October, 2023 up to 11:00AM** at Committee Room of Punjab Daanish Schools & Centers of Excellence Authority, Lahore. Technical bids will be opened on the same day at **11:30AM.**

PDS&CEA reserves the right to reject all bids at any stage vide rule-35 of PPR-2014.

Manager Procurement
po.authority@daanishschools.edu.pk , 042-99232095

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2 INSTRUCTIONS TO BIDDERS (ITB)

2.1 Important Note:

2.1.1 The procurement shall be under a framework contract between the Head Office and the successful bidder. The Principals of the 16x Daanish Schools located at Rahim Yar Khan, Hasilpur (Bahawalpur), Chishtian (Bahawalnagar), Piplaan (Mianwali), Jand (Attock), Dera Ghazi Khan, Fazilpur (Rajanpur) and Mailsi (Vehari) will issue the purchase orders separately as per authorization of Head Office and will make the payments on receipt of the Goods in proper order. The contractor will deliver the Goods at the Schools.

2.1.2 Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents may be rejected at the initial stage itself. The valid documentary evidences as detailed hereinafter should be submitted by the Bidder for preliminary and detailed examination.

2.1.3 The financial bids found technically non-responsive shall be returned un-opened to the respective bidders as under:

2.1.3.1 If technically disqualified bidder states that he is agreed with the decision of the purchaser and he is not filing any grievance against the decision.

2.1.3.2 If the bidder files grievance petition and the same is rejected by the grievance redressal committee.

2.1.3.3 The time for filing the grievance has lapsed.

2.1.3.4 The contract has been signed by the purchaser with the lowest evaluated bidder.

2.1.4 The lowest evaluated bidder shall be awarded the contract.

2.2 Bidding Details

2.2.1 All bids must be accompanied by Bid Security, mentioned in advertisement, in the form of CDR/Demand Draft in favor of **"PDS-CEA SECURITY DEPOSIT A/C"**. The completed bids must be delivered into the Tender Box placed in the Conference Room of PDS & CE Authority Lahore.

2.2.2 In case the date of pre-bid meeting and / or the last date of bid submission/opening falls in/within the official holidays, the date for pre-bid meeting and/or submission/opening of the bids shall be the next working day.

2.2.3 The bidder shall submit bid complying with the Bidding Document. Alternative bids shall not be considered. The attention of bidders is drawn to the provisions of this tender document **Clause** regarding **"Determination of Responsiveness of Bid"** for making their bids substantially responsive to the requirements of the Bidding Documents.

2.2.4 It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bid and no claim whatsoever including those of financial adjustments to the contract awarded under this Bid Process will be entertained by the Purchaser. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder.

2.2.5 The Bidder shall be deemed to have satisfied itself fully before Bid as to the correctness and sufficiency of its Bids for the contract and price/ cost quoted in the Bid to cover all obligations under this Bid Process.

2.2.6 It must be clearly understood that the Terms and Conditions and Specifications are intended to be strictly enforced. No escalation of cost except arising from increase in quantity by the Bidder on the demand and approval of the Purchaser will be permitted throughout the period of completion of the contract.

2.2.7 The Bidder should be fully and completely responsible for all the deliveries and deliverables to the Purchaser under this contract.

2.2.8 All sorts of notices either to or from the purchaser and the bidder / contractor for any purpose shall be in writing. The same shall be issued within reasonable time either through email or by registered post / courier.

2.2.9 Bidders are also required to state, in their proposals, the name, title, contact number (landline, mobile), fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated.

2.2.10 The Purchaser will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

3 TERMS AND CONDITIONS OF THE TENDER

3.1 Definitions

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

3.1.2 “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.

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

3.1.4 "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.

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

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

3.1.7 "Person" includes individual, association of persons, firm, company, corporation, institution and organization, etc., having legal capacity.

3.1.8 "Purchaser" means the Punjab Daanish Schools & Centers of Excellence Authority Lahore or any other person for the time being or from time to time duly appointed in writing by the Purchaser to act as Purchaser for the purposes of the Contract including Principals of the Daanish Schools.

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

3.1.10 “Goods " means School Uniform Items (Boys & Girls)

3.1.11 “Manufacturer” means manufacturer of school uniform items (Boys & Girls).

3.1.12 “Seller” means a person having proper sale point / warehouse of school uniform items (Boys & Girls) in some main market of a city.

3.1.13 “Supplier” means supplier of school uniform items (Boys & Girls).

3.2 Tender Scope

3.2.1 Successful bidder is required to provide the goods at Schools as under: -

Lot-1 (School Uniform – Boys)

Sr #	Name of School	Shirt	Pant	Necktie	Belt
1	DS RYK (Boys)	1,612	1,612	806	806
2	DS HSP (Boys)	1,636	1,636	818	818
3	DS CTN (Boys)	1,580	1,580	790	790
4	DS MNW (Boys)	1,572	1,572	786	786
5	DS ATK (Boys)	1,286	1,286	643	643
6	DS DGK (Boys)	1,664	1,664	832	832
7	DS RJN (Boys)	1,588	1,588	794	794
8	DS MLS (Boys)	1,320	1,320	660	660
Total Quantities		**12,258**	**12,258**	**6,129**	**6,129**

Lot-2 (School Uniform - Girls)

Sr #	Name of School	Kameez, Shalwar & Dupatta (Set)
1	DS RYK (Girls)	1,422
2	DS HSP (Girls)	1,492
3	DS CTN (Girls)	1,434
4	DS MNW (Girls)	1,472
5	DS ATK (Girls)	1,314
6	DS DGK (Girls)	1,566
7	DS RJN (Girls)	1,422
8	DS MLS (Girls)	1,124
	Total Quantities	**11,246**

Detailed Specifications of School Uniforms (Boys & Girls) are as per **Annexure-B** of the bid documents**.**

3.3 Sizes

Sizes are 34% small, 33% medium and 33% large approximately. Bidder are supposed to quote the average prices for all goods. Age range of students is 11-18 years.

3.4 Design, Pattern, Shape

The necessary design, pattern and shape will be explained in the pre-bid meeting. The similar information is available in the procurement office of the Authority.

3.5 Tender Cost

The Tenderer shall bear all costs/ expenses associated with the preparation and submission of the Tender(s) and the Purchaser shall in no case be responsible/ liable for those costs/ expenses.

3.6 Preparation / Submission of Tender

3.6.1 **Technical Proposal will comprise the following**:

- 3.6.1.1 Covering letter on letter head of bidder duly signed and stamped as per **Annexure-A**.
- 3.6.1.2 List giving the detail of owner(s), director(s) and representative(s) along with a copy of their attested ID card(s).
- 3.6.1.3 Certificate of Registration/ Incorporation under the laws of Pakistan
- 3.6.1.4 Valid Registration Certificate for Income Tax & Sales Tax Department(s).
- 3.6.1.5 Bank statements / financial statements.
- 3.6.1.6 Work orders / Sale receipts.
- 3.6.1.7 Specifications of the goods to be supplied as per **Annexure-B**.
- 3.6.1.8 Photocopy of Bid Security.

Note-1: Technical proposal should not contain any mention of prices.

Note-2: One sample as per defined specifications must be submitted with technical bid along with necessary lab test.

3.6.2 **Financial Proposals shall comprise the following:**

- 3.6.2.1 Original Bid Security in the form of CDR / DD.
- 3.6.2.2 Price Schedule as per **Annexure-C.**

3.7 Amendment of the Tender Document

3.7.1 The Purchaser may, at any time prior to the deadline for submission of the Tender, at its own initiative or in response to a clarification requested by the Bidder(s), amend the Tender Document, on any account, for any reason. All amendment(s) shall be part of the Tender Document and binding on the Bidder(s).

3.7.2 The Purchaser shall notify the amendment(s) in writing to the prospective Tenderers as per Punjab Procurement Rules, 2014.

3.8 Tender Price

The quoted price shall be best/ final/ fixed and valid until completion of all obligations under the Contract i.e. not subject to variation/ escalation; in Pak Rupees; inclusive of all taxes, duties, levies, insurance, freight, transportation etc.

3.9 Bid Security

The Tenderer shall furnish the Bid Security as under:

3.9.1 Original shall be included in the envelope of sealed financial proposal, photocopy shall be included in the sealed technical proposal.

3.9.2 Having a minimum validity period of ninety days from the last date for submission of the Bid or until furnishing of the Performance Guarantee, whichever is later;

3.9.3 The bid security shall be returned to the technically disqualified Bidders with their unopened/ sealed financial bid while the unsuccessful bidders shall be returned the bid security only. The Bid Security shall be returned to the successful Bidder on furnishing the Performance Guarantee.

3.10 Tender Validity

The Tender shall have a minimum validity period of ninety (90) days from the last date for submission of the Tender. The Purchaser may solicit the Tenderer's consent to an extension of the validity period of the Tender. The request and the response thereto shall be made in writing. If the Tenderer agrees to extension of validity period of the Tender, the validity period of the Bid Security shall also be suitably extended.

3.11 Provision of Samples

3.11.1 Bidders are required to provide such number of samples as may be determined by the Purchaser. Samples provided must confirm the detailed specifications. Necessary laboratory tests will accompany the samples.

3.11.2 All the bidders shall provide the sample of goods (school uniform) along with necessary lab tests for demonstration at the time of submission of bid before the Purchase Committee.

3.11.3 Necessary lab tests if required can be conducted at the cost of the bidders / contractors from the institutions/organizations recommended by the Purchaser.

3.12 Tender Eligibility / Technical Evaluation Criteria (Compulsory Parameters)

Each bidder shall be technically evaluated on following compulsory parameters: -

3.12.1 Is Registered/ Incorporated under the laws of Pakistan (at least three (3) years older).

3.12.2 Has valid National Tax Number (NTN) and Registered for Sales Tax purposes (at least three (3) years older).

3.12.3 Has Business experience in required goods (school uniform items) of at least three (3) years (work orders and sales receipts are required as evidence).

3.12.4 Whose quoted goods and samples provided meet the given detailed specifications.

Note: Verifiable documentary proof for all above requirements is mandatory. Provisions of false information may lead to disqualification of bidder.

3.13 Determination of Responsiveness of the Bid (Tender)

The Purchaser shall determine the substantial responsiveness of the bidder. A substantially responsive Tender is one which:

3.13.1 Meets the eligibility / qualification criteria given in this tender document;

3.13.2 Conforms to all terms and conditions of the Tender Document, without material deviation or reservation. (A material deviation or reservation is one which affects the scope, quality of goods or limits the Purchaser's rights or the Tenderer's obligations under the Contract).

Note-1: The Tender determined as not substantially responsive may not subsequently be made responsive by the Tenderer by correction or withdrawal of the material deviation or reservation. The same shall be rejected being non-responsive.

3.14 Performance Guarantee

The successful bidder shall furnish Performance Guarantee as under:

3.14.1 Within ten (10) working days of the receipt of acceptance letter from the purchaser.

3.14.2 In the form of a CDR / Demand Draft issued by a scheduled bank operating in Pakistan;

3.14.3 For a sum equivalent to 10% (Ten Percent) of the contract value, in Pak Rupees.

3.14.4 Performance guarantee will be released to contractor on the successful completion of the warrantee period.

3.14.5 The proceeds of the Performance Guarantee may be payable to the Purchaser, on occurrence of any/ all of the following conditions:

3.14.5.1 If the contractor commits a default under the Contract;

3.14.5.2 If the contractor fails to fulfill any of the obligations under the Contract;

3.14.5.3 If the contractor violates any of the terms and conditions of the Contract.

3.15 Acceptance Letter and Singing of the Contract

The lowest evaluated bidder shall be issued the acceptance letter after the announcement of Evaluation Report. However, formal contract will be signed after at least 10 days of the announcement of the Evaluation Report.

3.16 Redressal of grievances by the procuring agency

The Purchaser has constituted a committee comprising of odd number of persons, with proper powers and authorizations, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract. Any bidder feeling aggrieved by any act of the Purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than ten days after the announcement of the bid evaluation report.

4 CONTRACT AGREEMENT

This CONTRACT AGREEMENT (this "Contract") made as of the **[day]** of **[month]**, **[year]**, between **Punjab Daanish Schools & Centers of Excellence Authority** (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 **School Uniform Items (Boys and/or Girls).**

RECITALS

WHEREAS,

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

(b) The Contractor, having represented to the Purchaser that it has the required professional skills, and personnel and technical resources, has agreed to provide such services 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 Goods 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. The Bid Document, Technical and Financial Bids, Acceptance Letter & Award Notification and Work Order 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 **PDS & CE Authority:**		For **[full legal name of the Contractor]:**	
Signature	_____	Signature	_____
Name	_____	Name	_____
Designation	_____	Designation	_____

WITNESSES

Signature	_____	Signature	_____
CNIC	_____	CNIC	_____
Name	_____	Name	_____
Designation	_____	Designation	_____
Address	_____	Address	_____

5 CONDITIONS OF CONTRACT

5.1 Contract

Immediately on receipt of acceptance letter, the successful bidder shall arrange the Stamp Paper for signing of the contract provided in the tender documents. The bidder shall sign and date the Contract and return it to the Purchaser.

5.2 Contract Duration

The Contract duration shall be for current financial year ending on 30th June 2024, or until the completion of work.

5.3 Standards

The Goods supplied under this Contract shall conform to the authoritative latest industry standards.

5.3.1 Supplies may be compared with the samples provided by the Contractors.
5.3.2 Inspections of the manufacturing units can be undertaken at any time.
5.3.3 Laboratory tests, whenever applicable, may be conducted at the expense of the contractor.
5.3.4 Necessary certifications may be asked for and examined to conform to standards.

5.4 Delivery

5.4.1 The contractor shall deliver the Goods within **90 days** of the issuance of the purchase orders. However, with mutual agreement this period can be shortened.

5.4.2 However, in extra ordinary circumstances this period may be extended by the purchaser on his sole discretion upon a written request of contractor.

5.4.3 The Contractor shall provide the required Goods as is sufficient to prevent the damage or deterioration during storing and transit to their final destination as indicated in the Contract.

5.4.4 The Goods shall remain at the risk and under the physical custody of the Contractor until the delivery and taking over of the Goods is completed.

5.4.5 The Contractor shall ensure that the Goods shall be delivered complete and as per schedule of delivery.

5.4.6 The Contractor shall ensure to get signed “Delivery Challan” from Purchaser Representative upon successful deliveries.

5.4.7 If the Contractor fails to provide any item within delivery time, 0.1 % penalty may be imposed for that particular item per day, upto the maximum of 10% of contract value.

5.5 Satisfactory Receiving Report

The Purchaser will issue Satisfactory Receiving Reports to the Contractor upon successful completion of delivery of goods and after due verification /checking/counting etc. of the goods keeping in view the nature of goods, which the Contractor is liable to provide in consideration of this Contract.

5.6 Payment

5.6.1 The Contractor shall provide sales tax invoice against the supplies.

5.6.2 The Contractor shall provide separate breakup of item wise goods in the invoice.

5.6.3 The Purchaser shall pay the amount verified to the contractor. Payment shall not be made in advance and against partial deliveries and until Satisfactory Receiving Report is issued by the Purchaser.

5.6.4 All payments shall be subject to any and all taxes, duties and levies applicable under the laws of Pakistan.

5.7 Price

The Contractor shall not charge prices for the Goods supplied and for other obligations discharged, under the Contract, varying from the prices quoted by the Contractor in the Price Schedule.

5.8 Contract Amendment

5.8.1 The Purchaser may at any time, by written notice served to the Contractor, alter or amend the contract for any identified need/ requirement in the light of prevailing rules and regulations.

5.8.2 The Contractor shall not execute any Change until and unless the Purchaser has allowed the said Change, by written order served on the Contractor.

5.8.3 The Change shall constitute part of the obligations under this Contract, and the provisions of the Contract shall apply to the said Change.

5.8.4 No variation in or modification in the Contract shall be made, except by written amendment signed by both the Purchaser and the Contractor.

5.9 Assignment / Subcontract

5.9.1 The Contractor shall not assign or sub-contract its obligations under the Contract, in whole or in part, except with the Purchaser's prior written consent.

5.9.2 The Contractor shall guarantee that any and all assignees/ subcontractors of the Contractor shall, for performance of any part/ whole of the work under the contract, comply fully with the terms and conditions of the Contract applicable to such part/ whole of the work under the contract.

5.10 Extensions in time for performance of obligations under the Contract

If the Contractor encounters conditions impeding timely performance of any of the obligations, under the Contract, at any time, the Contractor shall, by written notice served on the Purchaser, promptly indicate the facts of the delay, its likely duration and its cause(s). As soon as practicable after receipt of such notice, the Purchaser shall evaluate the situation and may, at its exclusive discretion, without prejudice to any other remedy it may have, by written order served on the Contractor, extend the Contractor's time for performance of its obligations under the Contract.

5.11 Liquidated Damages

If the Contractor fails to provide the required Goods as is sufficient to prevent the damage or deterioration of Goods during storing as indicated in the Contract, the Purchaser may either deduct the amount from the Contract Price or the contractor shall pay the purchaser the amount equal to the original cost of the damaged/lost Goods due to any reason e.g. Accident, rain, damage and theft etc.

5.12 Blacklisting

If the Contractor fails/ delays in performance of any of the obligations, under the Contract, violates any of the provisions of the Contract, commits breach of any of the terms and conditions of the Contract or found to have engaged in corrupt or fraudulent practices in competing for the award of contract or during the execution of the contract, the Purchaser may without prejudice to any other right of action/ remedy it may have, blacklist the Contractor.

5.13 Termination for Default / Insolvency

5.13.1 If the Contractor fails/ delays in performance of any of the obligations, under the Contract/ violates any of the provisions of the Contract/ commits breach of any of the terms and conditions of the Contract the Purchaser may, at any time, without prejudice to any other right of action/ remedy it may have, by written notice served on the Contractor, indicate the nature of the default(s) and terminate the Contract, in whole or in part, without any compensation to the Contractor. Provided that the termination of the Contract shall be resorted to only if the Contractor does not cure its failure/ delay, within fifteen working days (or such longer period as the Client may allow in writing), after receipt of such notice.

5.13.2 If the Purchaser terminates the Contract for default, in whole or in part, the Purchaser may procure, upon such terms and conditions and in such manner as it deems appropriate, Goods, similar to those undelivered, and the Contractor shall be liable to the Purchaser for any excess costs for such similar Goods. However, the Contractor shall continue performance of the Contract to the extent not terminated.

5.13.3 Similarly, if the Contractor becomes bankrupt or otherwise insolvent, the Purchaser may, at any time, without prejudice to any other right of action/ remedy it may have, by written notice served on the Contractor, indicate the nature of the insolvency and terminate the Contract, in whole or in part, without any compensation to the Contractor.

5.14 Force Majeure

5.14.1 For the purpose of this contract "Force Majeure" means an event which is beyond the reasonable control of a party and which makes a party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances, and includes, but is not limited to, War, Riots, Storm, Flood or other industrial actions (except where such strikes, lockouts or other industrial are within the power of the party invoking Force Majeure), confiscation or any other action by Government agencies.

5.14.2 The Contractor may not be liable for liquidated damages, blacklisting for future tenders, if and to the extent his failure/ delay in performance/ discharge of obligations under the Contract is the result of an event of Force Majeure.

5.14.3 If a Force Majeure situation arises, The Contractor shall, by written notice served on The Purchaser, indicate such condition and the cause thereof. Unless otherwise directed by The Purchaser in writing, The Contractor shall continue to perform under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

5.15 Dispute Resolution through Mediation and Arbitration

5.15.1 The Purchaser and the Contractor shall make every effort to amicably resolve, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the Contract.

5.15.2 If, after thirty (30) working days, from the commencement of such informal negotiations, the Purchaser and the Contractor have been unable to amicably resolve a Contract dispute, either party may, require that the dispute be referred for resolution through arbitration by one or more arbitrators appointed by Secretary, School Education Department. The place for arbitration shall be Lahore. The award shall be final and binding on the parties.

5.16 Penalty

5.16.1 15% penalty will be imposed on each item if one or more deviation in given specifications observed.

5.16.2 If any specification of one item falls in rejected category as per given specification, the contractor will be responsible for replacement of the rejected item and the same shall have to be taken back from the school.

5.16.3 If the contractor fails to replace the rejected item, 10% performance guarantee of relevant item will be forfeiture for the first time.

5.16.4 If the contractor provided rejected items for 2nd time in replacement or another tender in PDS&CE Authority, 10% performance guarantee of relevant item will be forfeiture and contractor will be blacklisted in PDS&CE Authority for the period of one year.

5.17 Warranty

Contractor shall be responsible for warranty for a period of one (1) year from the date of delivery. Amount of Performance Guarantee will be issue after the successful completion of warranty period.

5.18 Stitching Parameters

Design / pattern / shape and stitching parameters:

i. **Boys Shirt:** Round cuffs with two buttons and placket, transparent 4x hole buttons, double stitching on arm's hole.

ii. **Boys Pant:** Eye-let *kaaj*, small sized pants with elastic while medium and large sizes without elastic waist band, zip will be CFT # 3 with cylindrical slider (wazir) / YKK, no back pocket flap on the pant having elastic waist band whereas pant without elastic waist band should have one bone pocket on right side, two inch inside bottom fold with blind stitching, bar-tack at all stress points and double stitching at inner and outer rise and joint of waist band.

iii. **Stitching:** Thread 50x3 (PC 65:35), 8-10 stitches per inch, Kaaj with thread, overlocked entire stitching, adequate (0.5") inside margin for stitching, regular fit stitching.

6 ANNEXURES

Annexure-A

To be submitted with technical proposal

FORMAT FOR COVERING LETTER
On Official Letterhead of the bidder

To;
The Manager Procurement
Punjab Daanish Schools & Centers of Excellence Authority
Lahore.

Subject: **Submission of Tender for School Uniform Boys (Lot-1) and/or School Uniform Girls (Lot-2)**

Dear Sir,

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

b) We undertake, if our proposal is accepted, to provide the goods and services comprise in the contract within time frame specified, starting from the date of issuance of purchase order from the purchaser.

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

d) 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.

e) 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.

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

g) 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.

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Authorized Signatures with Official Stamp

Annexure-B

Table of Specifications
To be submitted with technical proposal

Lot-1 (School Uniform Boys)

Items Name	Specifications
School Uniform Boys	
Shirt (Boys)	Collar: 2 Piece Buckram: Minimum 160 GSM **Fabric:** Color White GSM (110 standard) >105 (Acceptable) 95 – 105 (Penalty @ 15%) <95 (Rejected) Ends per inch (105) >100 (Acceptable) 90 – 100 (Penalty @ 15%) <90 (Rejected) Picks per inch (80) >75 (Acceptable) 65 – 75 (Penalty @ 15%) <65 (Rejected) Composition 80/20 Polyester / Viscos or Rayon Polyester <85 (Acceptable) 85 – 90 (Penalty @ 15%) >90 (Rejected) Viscos/Rayon >15 (Acceptable) 10 – 15 (Penalty @ 15%) <10 (Rejected) CIE Whiteness >130 (Acceptable) 125 – 130 (Penalty @ 15%) <125 (Rejected) Weave 1/1 Plane Direct embroidered logo of Daanish on pocket (left side) Round cuffs with 2 buttons (transparent 4 holes) and placket, double stitching on arms' hole. **Stitching Parameters:** Stitching Thread will be 50x3 (PC 65:35), 8-10 stitches per inch, kaaj with thread, regular fit stitching, adequate (0.5") inside margin for stitching.
Pant (Boys)	**Fabric:** Color Charcoal Grey GSM (200 standard) >190 (Acceptable) 180 – 190 (Penalty @ 15%) <180 (Rejected) Ends per inch (42) >37 (Acceptable) 34 – 37 (Penalty @ 15%) <34 (Rejected) Picks per inch (40) >35 (Acceptable) 32 – 35 (Penalty @ 15%) <32 (Rejected) Composition =<100% Polyester (Acceptable) Weave 1/1 Plane Color fastness (4) =>3.5 (Acceptable) 3.4 – 2.5 (Penalty @ 15%) <2.5 (Rejected) **Note:** Zip will be CFT # 3 with cylindrical slider (wazir / YKK) Eye-let kaaj, bar-tack at all stress points, double stitching at inner and outer rise and joints of waist band. Small sized with elastic waist and no back-pocket flap, while medium and large sized will be without elastic waist and would have one-bone back pocket on right side. Two inch inside bottom fold with blind stitching

Belt (Boys)	Color: Black Web Material = 100% Polyester / Olefin ± 5 % (otherwise rejected) Web Width = 32mm ± 5 % Web Thickness = Minimum 2mm Buckle Material = Non-Magnetic Stainless Steel (otherwise rejected) Daanish School logo embossed on buckle
Necktie (Boys)	Color: Navy Blue with white strips and Daanish Logo Fabric: 100 % polyester ± 5 % (otherwise rejected) Stitching locks at both ends, one loop at back.

Lot-2 (School Uniform Girls)

School Uniform Girls	
Qameez (Girls Uniform)	**Qameez (Girls Uniform)** Collar 2 Piece Buckram Minimum 160 GSM Fabric: Color Red & White Check GSM (110 standard) >105 (Acceptable) 95 – 105 (Penalty @ 15%) <95 (Rejected) Ends per inch (55) >50 (Acceptable) 47 – 50 (Penalty @ 15%) <47 (Rejected) Picks per inch (55) >50 (Acceptable) 47 – 50 (Penalty @ 15%) <47 (Rejected) Composition 90/10 Polyester / Viscos or Rayon Polyester =<90 (Acceptable) 90.1 – 95 (Penalty @ 15%) >95 (Rejected) Viscos/Rayon =>10 (Acceptable) 9.9 – 5 (Penalty @ 15%) <5 (Rejected) Color fastness (4) =>3.5 (Acceptable) 3.4 – 2.5 (Penalty @ 15%) <2.5 (Rejected) **Note:** Border: Red & White Check (1 inch) Ladies cuffs and collar will be white Embroidered Daanish logo on pocket (right side) **Stitching Parameters:** Stitching Thread will be 50x3 (PC 65:35), 8-10 stitches per inch, kaaj with thread, regular fit stitching, adequate (0.5") inside margin for stitching.
Shalwar (Girls Uniform)	**Fabric:** Color White GSM (110 standard) >105 (Acceptable) 95 – 105 (Penalty @ 15%) <95 (Rejected) Ends per inch (105) >100 (Acceptable) 90 – 100 (Penalty @ 15%) <90 (Rejected) Picks per inch (80) >75 (Acceptable) 65 – 75 (Penalty @ 15%) <65 (Rejected) Composition 80/20 Polyester / Viscos or Rayon Polyester <85 (Acceptable) 85 – 90 (Penalty @ 15%) >90 (Rejected) Viscos/Rayon >15 (Acceptable) 10 – 15 (Penalty @ 15%)

		<10 (Rejected)
	CIE Whiteness	>130 (Acceptable) 125 – 130 (Penalty @ 15%) <125 (Rejected)
	Weave	1/1 Plane
Dupatta (Girls Uniform)	**Fabric:**	
	Color	White
	GSM (110 standard)	>105 (Acceptable) 95 – 105 (Penalty @ 15%) <95 (Rejected)
	Ends per inch (105)	>100 (Acceptable) 90 – 100 (Penalty @ 15%) <90 (Rejected)
	Picks per inch (80)	>75 (Acceptable) 65 – 75 (Penalty @ 15%) <65 (Rejected)
	Composition	80/20 Polyester / Viscos or Rayon
	Polyester	<85 (Acceptable) 85 – 90 (Penalty @ 15%) >90 (Rejected)
	Viscos/Rayon	>15 (Acceptable) 10 – 15 (Penalty @ 15%) <10 (Rejected)
	CIE Whiteness	>130 (Acceptable) 125 – 130 (Penalty @ 15%) <125 (Rejected)
	Weave	1/1 Plane

Annexure-C

To be submitted with financial proposal

PRICE SCHEDULE
Lot-1 (School Uniform Boys)

School Uniform (Boys & Girls)					
Sr. #	**Item Name**	**Specifications**	**Quantity**	**Rate (including all taxes and charges) (Rs)**	**Amount (Rs)**
1	**Shirt (Boys)**	As per **Annexure-B**	**12,258**		
2	**Pant (Boys)**	As per **Annexure-B**	**12,258**		
3	**Necktie (Boys)**	As per **Annexure-B**	**6,129**		
4	**Belt (Boys)**	As per **Annexure-B**	**6,129**		
				Total Amount (Lot – 1) Rs	

Amount in words:

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Authorized Signatures of bidder
with Official Stamp

Annexure-C

To be submitted with financial proposal

PRICE SCHEDULE
Lot-2 (School Uniform Girls)

Sr. #	Item Name	Specifications	Quantity	Rate (including all taxes and charges) (Rs)	Amount (Rs)
1	**Qameez (Girls)**	As per **Annexure-B**	**11,246**		
2	**Shalwar (Girls)**	As per **Annexure-B**	**11,246**		
3	**Duppata (Girls)**	As per **Annexure-B**	**11,246**		
				Total Amount (Lot – 2) Rs	

Amount in words:

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Authorized Signatures of bidder
with Official Stamp