BID DOCUMENTS

FOR THE PROCUREMENT OF DIETARY ITEMS AND LPG
DAANISH SCHOOL (BOYS & GIRLS) RAHIM YAR KHAN

TENDER OF DIETARY ITEMS AND LPG

INVITATION TO BID

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

Lot #	Name	Estimated Tender Amount (Rs)	1% Bid Security in (Rs) (In the form of CDR / DD / PO)
01	Wheat Products	15,078,517	150,785
02	Pulses (Daalein)	3,765,896	37,659
03	Rice	5,644,800	56,448
04	Sugar (Cheeni)	1,793,770	17,938
05	Cooking Oil	9,897,120	98,971
06	Loose Spices (Khulay Masalajat)	835,228	8,352
07	Packed Items	4,530,517	45,305
08	Bakery Items	1,546,040	15,460
09	Eggs	2,595,480	25,955
10	Chicken	4,940,880	49,409
11	Fish	216,667	2,167
12	Meat (Mutton)	2,336,180	23,362
13	Meat (Beaf / Veal)	2,672,457	26,725
14	Fresh Milk	8,227,465	82,275
15	Vegetable and Fruit (Sabziaat aur Phall)	6,943,005	69,430
16	LPG	11,325,600	113,256

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 Monday 31st July 2023 at 11:00 AM in the conference room of Daanish School (Boys) Rahim Yar Khan.

Bid documents can 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 Wednesday 9th August 2023 up to 12:00 PM in the conference room of Daanish School (Boys) Rahim Yar Khan. Technical bids will be opened on the same day at 12:30 PM.

Principals, Daanish Schools (Boys & Girls) Rahim Yar Khan
Contact Nos. 068-5882355 & 068-5882305
0306-7644446 & 0301-7642682

TABLE OF CONTENTS

Sr. #	Contents	Page
1.	Invitation to bids	01
2.	Definitions	03
3.	Allocation of funds	03
4.	Quantity and Specification	03
5.	Bid Security	04
6.	Terms and Conditions	04
7.	Technical Inspection of Business	04
8.	Bidding Procedure	04
9.	Bid Validity	05
10.	Quality	05
11.	Demand / Delivery Period/Supply Procedure	05
12.	Penalties based on Non-Performance	06
13.	Payment	06
14.	Performance Guarantee	07
15.	Closing of Contract	07
16.	Dispute Resolution / Redressal of Grievances	07
17.	Acceptance / Rejection	07
18.	General Instructions	08
19.	Special Instructions	09
20.	Contract Agreement	10
21.	Documents Checklist	11
22.	Annex-A	12 - 16
23.	Annex-B	17-32
24.	Annex-C	33
25.	Annex-D	34

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 has been 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 on 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 signing of the 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 individuals, association of persons, firm, company, corporation, institution and organization, etc., having legal capacity.

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

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

j. "Goods " means Dietary items and LPG.

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) Rahim Yar Khan for the procurement of Dietary Items and LPG during the financial year 2023-24.

4. QUANTITY AND SPECIFICATIONS

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 both the Schools store-rooms.

The bids should be given lot wise inclusive of all taxes / duties / charges / packing / freight / loading and unloading charges etc. 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 favour of "Daanish School Boys Security Account RYK". 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 bid documents 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 favour of "Daanish School Boys Security Account RYK"

b. Received after fixed date and time.

c. Any page of bid documents is unsigned and unstamped by the owner or authorized representative of the owner.

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

e. The offer is ambiguous / conditional.

f. The offer is from a black listed 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 as indicated in the bid 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 bid, 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 of which is 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 **"TECHNICAL PROPOSAL"**;

(iii) in the first instance, the "Technical Proposal" shall be opened and the envelope signed by all the committee members.

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 bidding 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 bidders / 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 bidders.

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 the 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 weekly basis. Demand of different variety of fruits and vegetables will be according to the season or months of availability as mentioned in the Items List failing which will render contractor(s) liable to be proceeded against as per terms and conditions of bid documents / 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 contractor 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 / demand, 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 and 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 fortnightly basis through cross cheques on availability of funds after fulfillment of necessary formalities and deduction of all types of charges / taxes / penalties etc.

14. **PERFORMANCE GUARANTEE**

The successful bidders will have to deposit performance guarantee @ 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**

Head Office PDS&CEA, reserves the right to extend the contract for a period of three to six months on satisfactory performance of 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 the 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) reserve 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 / 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 reserve 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 bid documents, 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. Quantity and amount will be calculated at the time of return of used cylinders.

10. 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) Rahim Yar Khan will issue purchase / demand orders as per requirement during the period of contract.
3. Contractor will ensure utmost standards of hygiene and cleanliness of his operations, delivery procedure, items etc.
4. Contractor will only interact with nominated persons / 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 terminates 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 will be 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) Rahim Yar 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 Purchaser has requested the Contractor to provide certain supply of Goods as described in Tender Document; and

(b) The Contractor, has represented to the Purchaser that he has the required professional skills, and personnel and technical resources, and 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, 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 where of 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) RYK]

Signature_____

Name _____

Designation _____

For **[full legal name of the Contractor]**

Signature_____

Name _____

Designation _____

WITNESSES

Signature_____

CNIC _____

Name _____

Designation _____

Signature_____

CNIC _____

Name _____

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
   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 be submitted duly stamped by the bank.
   g. Complete business Profile printed on letter head with signature of proprietor and stamped
   h. Photocopy CDR / DD / PO as Bid Security
   i. Covering 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 documents. Bidders who have down loaded from web site 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 CDR / DD

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

ANNEXURE-A

DAANISH SCHOOLS (BOYS & GIRLS) RAHIM YAR KHAN

LIST OF DIETARY ITEMS (TABLE OF QUANTITIES)

Lot Number 1 Wheat Products

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
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	109,275	
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	4,170	
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	607	

Lot Number 2 Pulses (Daalein)

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
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	3,164	
2	Dal Maash		Kg	1,519	
3	Dal Moung		Kg	2,326	
4	Dal Masoor		Kg	1,621	
5	Red & White Bean (Lobia)		Kg	720	
6	White Chana (Whole)		Kg	2,431	

Lot Number 3 Rice

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Rice	Super kernel basmati, shall be dry sweet clean whole some and free from poisonous substances 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	18,816	

Lot Number 4 Sugar (Cheeni)

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Sugar (Cheeni)	Super fine, colorless, odourless, Crystalline. Moisture not more than 0.5 percent by weight Sucrose Not less than 99.5 percent by weight Extraneous matter should Not exceed 0.1 percent by weight	Kg	15,598	

Lot Number 5 Cooking Oil

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Cooking Oil	Season, Habib, Kissan, Manpasand, Tallu and Meezan or equivalent	Ltr	17,064	

Lot Number 6 Loose spices (Khulay Masala Jaat)

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Imli	A grade quality, fresh, clean wholesome, dry, normal in taste, smell and color	Kg	57	
2	Sufaid Till		Kg	11	
3	Meetha Soda		Kg	21	
4	Kishmish		Kg	38	
5	Khopra		Kg	31	
6	Dhania		Kg	132	
7	**Garam Masala**				
	a. Sufaid 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	162	
	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	32	
	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	32	
	f. Loang (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	

Lot Number 7 Packed Items

Sr. No.	Items	Specification	Unit Kg/Ltr	Est. Qty	Remarks
1	Custurd	Rafhan or equivalent	300 gm Per Pack	914	
2	Sawayyan	National or equivalent	150 gm Per Pack	1,620	
3	Zarda Color	Food Grade, Best Quality	5 gm Pack 25 Packs per Box	196	
4	Match Box	Kite or equivalent	10 Per Box	158	
5	Sharbat	Rooh e Afza /Jam e Sherin or equivalents	800 ml	521	
6	Salt Iodized	National or equivalent	800 gm	3,579	
7	Yeast	Fine quality	500 gm per pack	19	
8	**Pack Masala**				
	a. Quorma Masala	National, Shan or equivalent	Pkt 50 Gram	518	
	b. Kofta Masala	National, Shan or equivalent	Pkt 50 Gram	49	
	c. Baryani Masala	National, Shan or equivalent	Pkt 45 Gram	632	
	d. Shami Kabab Masala	National, Shan or equivalent	Pkt 50 Gram	244	
	e. Laal Mirch	National, Shan or equivalent	Kg	569	
	f. Haldi	National, Shan or equivalent	Kg	293	
9	Tea	Lipton,Tapal or equivalent	Kg	449	
10	Butter	Nurpur, Adam or equivalent	Kg	263	
11	Jam / Marmalade	Mitchells, National or equivalent	440 gm per Bottle	2,025	
12	Biscuit (Tikky Pack)	Peek Freans, LU or equivalent	No	117,821	

Lot Number 8 Bakery Items

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Bread	Fresh, Good quality	700 gm to 725 gm (+) 5 gm 22 apx Slices Nos	8,601	
2	Cake	Dawn or equivalent	20 gm (+) 2 gm per Pack	8,280	

Lot Number 9 Eggs

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Eggs	Fresh, weight not less than 50 gm	No	108,145	

Lot Number 10 Chicken

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Chicken	Without pota, Kalaji, weight not more than 2kg (live / un slaughtered)	Kg	8,568	

Lot Number 11 Fish

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Fish	Raho, Externally and internally cleaned whole piece with minimum 2KG weight	Kg	1,000	

Lot Number 12 Meat (Mutton)

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Mutton	Healthy young animal slaughtered in the school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg	1,804	

Lot Number 13 Meat (Beef / Veal)

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	Boneless Beef / Veal	Healthy young animal slaughtered in presence of rep of school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg	1,264	
2	Beef / Veal with bone		Kg	2,747	

Lot Number 14 Fresh Milk

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
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 4% of milk fat	Ltr	67,623	

Lot Number 15 Vegetables and Fruits (Sabziaat aur Phall)

Sr. No.	Items	Specification	Unit Kg / Ltr	Est. Qty.	Remarks
1	**Fresh Vegetables**				Average
	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	874	
	b. Mooli (Dec to March)		Kg	809	
	c. Shaljum (Dec to Feb)		Kg	1,258	
	d. Palak (Novto Aug)		Kg	3,963	
	e. Arvi (Jun to Nov)		Kg	154	
	f. Muttor (Dec to Feb)		Kg	287	
	g. Gobhi (Dec to May)		Kg	4,052	
	h. Bund Gobhi (Dec to May)		Kg	550	
	i. Bangon (Mar to Oct)		Kg	617	
	j. Kadu (Mar to May) (Aug to Nov)		Kg	5,968	
	k. Bhindi (Mar to May)		Kg	80	
	l. Teenday (Apr to Sep)		Kg	1,150	
	m. Tori (Apr to Sep)		Kg	1,057	
	n. Kareela (Apr to Aug)		Kg	51	
	o. Kheera (Feb to May)		Kg	842	
	p. Lemon (all season)		Kg	116	
	q. Tar (May to Sep)		Kg	-	
	r. Adhrak (all season)		Kg	387	
	s. Lehsan (all season)		Kg	413	
	t. Sabaz Mirch (all season)		Kg	617	
	u. Podina (all season)		Kg	4	
	v. Tomato (all season)		Kg	5,035	
	w. Dhania (All season)		Kg	923	
	x. Aloo (All Season)		Kg	23,930	
	y. Piaz (all season)		Kg	11,417	
2	**Fresh Fruit**				**Average**
	a. Keela (Aug to Apr)	A grade, fresh, shall not be withered shriveled discolored or bruised	Doz.	2,973	
	b. Seeab (Aug to Mar)		Kg	3,316	
	c. Kinno/Fruiter/Mitha (Dec to Feb)		Kg	2,802	
	d. Amrood (Nov to Mar)		Kg	653	
	e. Kharboza/Garma/Sarda (Mar to Jun)		Kg	4,762	
	f. Aam (Jun to Aug)		Kg	222	
	g. Dates (Khajoor)			531	
	h. Tarbooz		Kg	520	

Lot Number 16 LPG

Sr. No.	Items	Specification	Unit Kg/Ltr	Est. Qty	Remarks
1	LPG	OGRA approved Standard (Etihad, Shell)	Kg	42,900	

ANNEXURE – B

PRINTED ON LETTER HEAD OF BIDDER WITH DETAILED 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 both the School Stores.

Lot Number 1 Wheat Products

Sr. No.	Item	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 (Rs)
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		109,275	
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		4,170	
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		607	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

PRINTED ON LETTER HEAD OF BIDDER WITH DETAILED 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 both the School Stores.

Lot Number 2 Pulses (Daalein)

Sr. No.	Item	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 (Rs)
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		3,164	
2	Dal Maash		Kg		1,519	
3	Dal Moung		Kg		2,326	
4	Dal Masoor		Kg		1,621	
5	Red & White Beans (Lobia)		Kg		720	
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		2,431	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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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 both the School Stores.

Lot Number 3 Rice

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	Rice	Super kernel basmati, shall be dry sweet clean whole some and free from poisonous substances 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		18,816	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 4 Sugar (Cheeni)

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	Sugar (Cheeni)	Super fine, colorless, odourless, Crystalline. Moisture not more than 0.5 percent by weight Sucrose Not less than 99.5 percent by weight Extraneous matter should Not exceed 0.1 percent by weight	Kg		15,598	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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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 both the School Stores.

Lot Number 5 Cooking Oil

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	Cooking Oil	Season, Habib, Tallu, Kissan, Meezan and Manpasand or Equivalent	Ltr.		17,064	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – 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.	Item	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 (Rs)
1	Imli	A grade quality, fresh, clean wholesome, dry, normal in taste, smell and color	Kg		57	
2	Sufaid Till		Kg		11	
3	Meetha Soda		Kg		21	
4	Kishmish		Kg		38	
5	Khopra		Kg		31	
6	Dhania		Kg		132	
7	**Garam Masala Jaat**					
	a. Sufaid 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		162	
	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		32	
	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		32	
	f. Loang (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 (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 7 Packed Items

Sr. No.	Item	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 (Rs)
1	Custurd	Rafhan or equivalent	300 gm Per Pack		914	
2	Sawayyan	National or equivalent	150 gm Per Pack		1,620	
3	Zarda Color	Food Grade, Best Quality	5 gm Pack in 25 Packs per Box		196	
4	Match Box	Kite or equivalent	10 Per Box		158	
5	Sharbat	Rooh e Afza /Jam e Sherin or equivalents	800 ml		521	
6	Salt Iodized	National or equivalent	800 gm		3,579	
7	Yeast	Fine quality	500 gm per pack		19	
8	**Pack Masala**					
	a. Quorma Masala	National, Shan or equivalent	Pkt 50 Gram		518	
	b. Kofta Masala	National,Shan or equivalent	Pkt 50 Gram		49	
	c. Baryani Masala	National, Shan or equivalent	Pkt 45 Gram		632	
	d. Shami Kabab Masala	National, Shan or equivalent	Pkt 50 Gram		244	
	e. Laal Mirch	National, Shan or equivalent	Kg		569	
	f. Haldi	National, Shan or equivalent	Kg		293	
9	Tea	Lipton,Tapal or equivalent	Kg		449	
10	Butter	Nurpur, Adam or equivalent	Kg		263	
11	Jam / Marmalade	Mitchells, National or equivalent	440 gm per Bottle		2,025	
12	Biscuit (Tikky Pack)	Peek Freans, LUor equivalent	No		117,821	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – 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.	Item	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 (Rs)
1	Bread	Fresh, Good quality	700 gm to 725 gm 22 apx Slices Nos		8,601	
2	Cake	Dawn or equivalent	20 gm (+) 2 gm		8,280	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 9 Eggs

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	Eggs (Hen) (April to September and October to March)	Fresh, weight not less than 50 gm	No		108,145	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 10 Chicken

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	Chicken	Without pota, Kalaji, weight not more than 2-kg (live / un slaughtered)	Kg	± % below / Above from DC / Market Committee Rates	8,568	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 11 Fish

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	Fish	Raho, Externally and internally cleaned fish piece of minimum weight of 2Kg.	Kg		1,000	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 12 Meat (Mutton)

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	Mutton	Healthy young animal slaughtered in the school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg		1,804	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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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 both the School Stores.

Lot Number 13 Meat (Beef / Veal)

Sr. No.	Item	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 (Rs)
1	Boneless Beef	Healthy young animal slaughtered in present of rep of school. Shall be lean meat, with overlying removed. Fat not more than 5%.	Kg		1,264	
2	Beef / Veal		Kg		2,747	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 14 Fresh Milk

Sr. No.	Item	Specification (As per list of Item)	Unit Kg/Ltr/ No/Pack	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
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 4% of milk fat	Ltr		67,623	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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BID FORM

(Financial Bid / Proposal)

QUOTED RATES

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Lot Number 15 Vegetable and Fruit (Sabziaat aur Phall)

Sr. No.	Item	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 (Rs)
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	% below / Above from DC / Market Committee Rates	874	
	b. Mooli (Dec to Feb)		Kg		809	
	c. Shaljum (Dec to Feb)		Kg		1258	
	d. Palak (Dec to May)		Kg		3963	
	e. Arvi (Aug toFeb)		Kg		154	
	f. Muttor (Dec to Feb)		Kg		287	
	g. Gobhi (Dec to May)		Kg		4,052	
	h. Bund Gobhi (Dec to May)		Kg		550	
	i. Bangon (Mar to May)		Kg		617	
	j. Kadu (Mar to May) (Aug to Nov)		Kg		5968	
	k. Bhindi (Mar to May)		Kg		80	
	l. Teenday (Mar to May)		Kg		1150	
	m. Tori (Mar to May)		Kg		1057	
	n. Kareela (Mar to Aug)		Kg		51	
	o. Kheera (Mar to May)		Kg		842	
	p. Lemon (all season)		Kg		116	
	q. Tar (Mar to May)		Kg		-	
	r. Adhrak (all season)		Kg		387	
	s. Lehsan (all season)		Kg		413	
	t. Sabaz Mirch (all season)		Kg		617	
	u. Podina (Dec to Feb)		Kg		4	
	v. Tomato (all season)		Kg		5,035	
	w. Dhania (All season)		Kg		923	
	x. Aloo (All Season)		Kg		23,930	
	y. Piaz (all season)		Kg		11,417	
2	**Fresh Fruit**					
	a. Keela (Dec to Mar) (Aug to Nov)	A grade, fresh, shall not be withered shriveled discolored or bruised	Doz.	% below / Above from DC / Market Committee Rates	2,973	
	b. Seeab (Dec to May) (Aug to Nov)		Kg		3,316	
	c. Kinno/Fruiter/Mitha (Dec to Feb)		Kg		2,802	
	d. Amrood (Dec to Feb) (Mar to May)		Kg		653	
	e. Kharboza/Garma/Sarda (May to Jul)		Kg		4,762	
	f. Aam (Jun to Aug)		Kg		222	
	g. Dates (Khajoor)				531	
	h. Tarbooz		Kg		520	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE – B

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BID FORM
(Financial Bid / Proposal)

QUOTED RATES

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

Lot Number 16 LPG

Sr. No.	Item	Specification (As per list of Item)	Unit Kg / Ltr.	Quoted Rates (Rs. Per Unit)	Total Qty. (As per list of items)	Total Amount (Rs)
1	LPG	OGRA approved Standard	Kg	± % below / Above from OGRA Rates	42,900	
					Total Amount (Rs)	
					Bid Security	

Dated: _____

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Signature with Stamp

ANNEXURE –C

Technical Evaluation Criteria (Check List)

Sr. #	Parameter of Technical Evaluation	Yes / No	Documents at Flag #	Remarks
1	Valid Copy of CNIC			
2	Registration Certificates of Income tax and Sales Tax			
3	Atleast one year verifiable experience in sale / supply of similar items			
4	Active tax payer status in both income and sales tax			
5	Fresh Account Maintenance certificate issued by bank			
6	Updated one year bank statement			
7	Complete business profile printed on letter head duly signed and stamped			
8	Photocopy of CDR / DD / PO as (Bid Security @ 1% of Estimated Bid Cost)			
9	Covering letter / Undertaking on Letter Head / Stamp Paper as per Annexure – D			
10	Original bid document purchased from School duly signed and stamped on each page			
11	Original purchase receipt of bid document.			
12	Authority Letter duly signed and stamped by the Authority for participation of business representative			

Dated: _____

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Signature with Stamp

ANNEXURE – D

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

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

To Daanish Schools (Boys & Girls) Rahim Yar Khan

Subject: **Undertaking – Dietary Items & 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 / bid documents, it may be ignored.

d) I / We undertake, if my / our proposal is accepted, to provide the items present in the contract within given time frame / 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.

Dated: _____

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Signature with Stamp