BIDDING DOCUMENTS

PROCUREMENT OF

SPORTS, ELECTRICAL, MASONRY, PAINT & SANITARY ITEMS

DAANISH SCHOOL (BOYS) MAILSI DISTRICT VEHARI

1. INVITATION TO BID

Daanish School Boys Mailsi, Vehari invites sealed bids (Single stage two envelope open bidding as per PPRA rule) through EPADS https://eprocure.gov.pk on lot wise for the following procurement from experienced and financial sound business enterprises, register with income tax and sales tax departments as per Govt regulation with the status of active tax payer. Lots are as follows:

Lot #	Name	Estimated Tender Amount	3% Bid Security (In the form of CDR / DD / PO)
01	Sports Items	810,308	24,309
02	Electrical Items	1,009,215	30,276
03	Masonry Items	608,820	18,265
04	Paint Material & MISC Wooden Items	238,431	7,153
05	Sanitary Items	203,331	6,100

Tender documents are available on PDS & CE Authority website https: daainishschool.punjab.gov.pk/tenders and on PPRA website www.ppra.punjab.gov.pk and on EPADS portal www.punjab.eprocure.gov.pk and may also be purchased from school during office hours for Rs.500/-

Pre-bid meeting will be held on Tuesday 10th September 2024 at 11:00 AM.

The intending bidders shall submit their profiles including technical and financial bids online through EPADS portal and hard copies of technical and financial bids along with above mentioned bid security amount in favor of "DAANISH SCHOOL BOYS MAILSI SECURITY A/C" will also be submitted in separately sealed envelopes in a single package in school before 10:00 AM on Wednesday 18th September 2024.

Technical bids will be opened on the same day at 10:30 AM on EPADS. The participation in bid process through EPADS portal is compulsory for all bidders in compliance to the policy of the Govt. of the Punjab and PPRA.

Principal, Daanish Schools (Boys) Mailsi - Vehari
Contact No. 067-3368705

DAANISH SCHOOLS (BOYS) TIBBA SULTAN PUR TEHSIL MAILSI DISTRICT VEHARI

TABLE OF CONTENTS

1. INVITATION TO BID 1
2 INSTRUCTIONS TO BIDDERS (ITB) 3
2.1 Important Note 3
2.2 Bidding Details 3
3 TERMS AND CONDITIONS OF THE TENDER 5
3.1 Definitions 5
3.2 Tender Scope 5
3.3 Tender Cost 5
3.4 Preparation / Submission of Tender 5
3.5 Amendment of the Tender Document 6
3.6 Tender Price 6
3.7 Bid Security 6
3.8 Tender Validity 6
3.9 Provision of Samples 6
3.10 Tender Eligibility / Qualification Criteria (Compulsory Parameters) 6
3.11 Determination of Responsiveness of the Bid (Tender) 7
3.12 Marking Criteria 7
3.13 Performance Guarantee 7
3.14 Acceptance Letter and Singing of the Contract 7
3.15 Redressal of grievances by the procuring agency 7
4 CONTRACT AGREEMENT 8
5 CONDITIONS OF CONTRACT 9
5.1 Contract 9
5.2 Contract Duration 9
5.3 Standards 9
5.4 Delivery 9
5.5 Satisfactory Report 9
5.6 Payment 9
5.7 Price 9
5.8 Contract Amendment 10
5.9 Assignment / Subcontract 10
5.10 Extensions in time for performance of obligations under the Contract 10
5.11 Liquidated Damages 10
5.12 Blacklisting 10
5.13 Termination for Default / Insolvency 10
5.14 Force Majeure 11
5.15 Dispute Resolution through Mediation and Arbitration 11
6 ANNEXURES 12

2 INSTRUCTIONS TO BIDDERS (ITB)

2.1 Important Note

2.1.1 The procurement shall be done on contract between the Daanish School (Boys) Mailsi District Vehari and the successful bidder for the period of current financial year (2024-25) ending on 30th June 2025. Maximum quantity has been fixed by procuring agency. Purchase order will be placed as per requirement and payment will be made against purchase order.

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 As per Rule 38(2)(a) of Punjab Procurement Rules 2014, **Single Stage – Two Envelope** Bidding Procedure shall be followed.

2.1.4 The bid shall be a single package consisting of **two separate envelopes, containing separately the financial and the technical proposals**.

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

2.1.5.1 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.

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

2.1.5.3 The time for filing the grievance has lapsed.

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

2.1.6 The lowest evaluated bidder shall be awarded the contract.

2.2 Bidding Details

2.2.1 All bids must be accompanied by Bid Security in the form of CDR/Demand Draft in favor of **"DAANISH SCHOOL BOYS MAILSI SECURITY DEPOSIT ACCOUNT"**. The completed bids uploaded on EPADS within the due date and time.

2.2.2 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 Document.

2.2.3 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.

2.2.4 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.

2.2.5 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.

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

2.2.7 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.

2.1.8 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.

2.1.9 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

In this document, unless there is anything repugnant in the subject or context:

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 "Goods" means Sports, Electrical, Masonry, Paint & Sanitary items.

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

3.1.9 "Purchaser" means the Daanish School (Boys) Mailsi District Vehari.

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

3.2 Tender Scope

3.2.1 List of items along with required quantity and specifications is attached as per **Annexure-B**

3.2.2 Successful bidder shall supply quantity as per time to time issued work orders.

3.3 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.

3.4 Preparation / Submission of Tender

3.4.1 **Technical Proposal shall comprise the following**:

3.4.1.1 Covering letter on bidder’s letter head duly signed and stamped by owner / director / partner as per **Annexure-A** of bid document.

3.4.1.2 Nomination of authorized representative on letter head duly signed by the owner / director / partner.

3.4.1.3 List giving the detail of owner(s), director(s) and representative(s) along with a copy of their attested ID card(s).

3.4.1.4 Attested Partnership Deed and Memorandum & Articles of Association.

3.4.1.5 Certificate of Registration/ Incorporation under the laws of Pakistan.

3.4.1.6 Valid Registration Certificate from Income Tax & Sales Tax Department(s).

3.4.1.7 Bank statements / financial statements.

3.4.1.8 Work orders / Sale receipts.

3.4.1.9 Specifications of the goods to be supplied.

3.4.1.10 Photocopy of Bid Security.

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

3.4.2.1 Original Bid Security in the form of CDR / DD.

3.4.2.2 Price Schedule as per **Annexure-C**

3.4.3 This is made obligatory to affix authorized signatures with official stamp on all documents, annexures, copies, certificates, letters, forms and all relevant documents as part of the bids submitted by the tenderer, otherwise bid may be rejected.

3.5 Amendment of the Tender Document

3.5.1 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).

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

3.6 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; inclusive of all taxes, duties, levies, insurance, freight, transportation, installation, commissioning, testing etc.

3.7 Bid Security

The Tenderer shall furnish the Bid Security in favor of **"DAANISH SCHOOL BOYS MAILSI SECURITY DEPOSIT ACCOUNT"** as under:

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

3.7.2 Having a minimum validity period of ninety (90) days from the last date for submission of the Bid or until furnishing of the Performance Guarantee, whichever is later;

3.7.3 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 on written request. The Bid Security shall be returned to the successful Bidder on furnishing the Performance Guarantee.

3.8 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. The Tenderer may refuse extension of validity period of the Tender, without forfeiting the Bid security.

3.9 Provision of Samples

Bidders for items are required to provide samples along with Technical Bid before the Purchase Committee. Samples provided must conform to the detailed specifications.

3.10 Tender Eligibility / Qualification Criteria (Compulsory Parameters)

Eligible Bidder/ Tenderer is a Bidder/ Tenderer who:

3.10.1 Is Registered/ Incorporated under the laws of Pakistan;

3.10.2 Has valid National Tax Number (NTN) and Registered for Sales Tax purposes.

3.10.3 Has business experience at least One (1) years.

3.10.4 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.

3.11 Determination of Responsiveness of the Bid (Tender)

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

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

3.11.2 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.

Note-2: The responsive bidders will be considered for award of marks as per Marking Criteria.

3.12 Marking Criteria

25	**25**	**25**	**25**
Registered Relevant Business/ Experience	**Active Tax Payer** **No. of Years**	**Amount of Tax Paid** **in Last Financial Year**	**Bank Account Maintenance** **Certificate**
5 Yrs – 25 Marks 4 Yrs – 20 Marks 3 Yrs – 15 Marks 2 Yrs – 10 Marks 1 Yrs – 05 Marks Less Than 1 Year Not Eligible	5 Yrs – 25 Marks 4 Yrs – 20 Marks 3 Yrs – 15 Marks 2 Yrs – 10 Marks 1 Yrs – 05 Marks Less Than 1 Yrs – 0 Marks	250000 – 25 Marks 200000 – 20 Marks 150000 – 15 Marks 100000 – 10 Marks 50000 – 05 Marks	5 Yrs – 25 Marks 4 Yrs – 20 Marks 3 Yrs – 15 Marks 2 Yrs – 10 Marks 1 Yrs – 05 Marks Less Than 1 Yrs – 0 Marks

Passing marks: 50

3.13 Performance Guarantee

3.13.1 The successful bidder shall furnish Performance Guarantee in favor of **"DAANISH SCHOOL BOYS MAILSI SECURITY DEPOSIT ACCOUNT"** within 7 working days of the receipt of acceptance letter from the purchaser in the form of a CDR / Demand Draft / Pay Order 05% of contract price. The amount will be retained till the successful completion of the contract /warranty period of one year at least.

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

3.13.3 If the contractor commits a default under the Contract;

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

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

3.14 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.

3.15 Redressal of grievances by the procuring agency

The Competent authority 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 **Daanish School (Boys) Mailsi District Vehari** (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 Sports, Electrical items, Masonry items, Paint material and Sanitary 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, having represented to the Purchaser that it has the required professional skills, and personnel and technical resources, has agreed to provide such goods & 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 24-page Bid Document, Technical and financial bids, Acceptance letter and 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 **Daanish Schools (BOYS) Mailsi:**		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 Tenderer shall arrange the Stamp Paper for signing of the contract provided in the tender documents. The Tenderer shall affix sign and date on the Contract and return it to the Purchaser.

5.2 Contract Duration

The Contract duration shall be for the remaining period of current financial year ending on 30th June 2025.

5.3 Standards

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

5.3.1 Supplies will be compared with the samples provided by the Contractors.

5.3.2 Inspections of the manufacturing facilities / show rooms / warehouses can be undertaken at any time.

5.3.3 Laboratory tests, wherever applicable, will be conducted at the expense of the contractor.

5.3.4 Necessary certifications can be asked for and examined to conform to standards.

5.4 Delivery

5.4.1 The contractor shall deliver the Goods within **15 days** from the date of the issuance of the purchase orders or as directed by the Purchaser through work order.

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 discharge of Services.

5.5 Satisfactory Report

The Purchaser will issue Satisfactory 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 invoice.

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

5.6.3 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 due to any reason e.g. Accident, rain, damage and theft, etc.

If the Contractor fails to provide any item within delivery time, **0.1 %** penalty may be imposed for that particular item per day.

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 by arbitration by one or more arbitrators selected in accordance with mutual consultation. The place for arbitration shall be Lahore. The award shall be final and binding on the parties.

6 ANNEXURES

Annexure-A

To be submitted with technical proposal

FORMAT FOR COVERING LETTER
On Official Letterhead of the bidder

To

(Name and address of Purchaser)

Sub: _____.

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 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.

_____
Authorized Signatures with Official Stamp

Annexure-B

Table of Quantities & Specifications

Lot Number 01 (Sports Items)

Sr. #	ITEM NAME	SPECIFICATION	Made	Unit	Total Qty
1	Cricket wicket	Length. 28" width.1" mango wood. Single piece	as per Standard	Set	4
2	Cricket Bat (hard Ball)	English Villow, Length.35" width.5" Handle Length.11" Handle width.1" Canel Handle Rubber Gripe. IPL Star. CA. or equivalent.	IPL Star. CA. or equivalent.	No's	2
3	Tennis Ball	Diameter.9" Weight.56.0Gram Rubber material. IHSAN. CA. or Equivalent.	IHSAN. CA. or Equivalent	No's	30
4	Batting Pads	As per Standard	CA,HS,MB or Equivalent	Pair	2
5	Batting Gloves	As per Standard	CA,HS,MB or Equivalent	Pair	2
6	Leather Ball	As per Standard	CA,HS,MB or Equivalent,	No's	36
7	Helmet	As per Standard	CA,HS,MB or Equivalent	No's	2
8	Tape ball Bat	Length.35" width.5" Handle Length.11" Handle width.1" Canel Handle Rubber Gripe. IPL Star. CA. Coconut wooden or equivalent.	IPL Star. CA. Coconut wooden or equivalent.	No's	5
9	Cricket Ball Thrower	Good Quality	China Made	No's	1
10	Cricket Kit Bag	CA,HS,MB or Equivalent	CA,HS,MB or Equivalent	No's	1
11	Foot Ball	weight.410 to 450gram Diameter. 68 to 70cm Soft Blader. Leather sole. WAQAS. DOUBLE STAR. or Equivalent	WAQAS. DOUBLE STAR. or Equivalent	No's	20
12	Shin Guard	Light weight Shield with Ideal Fit to the Leg. Plastic or Rubber material. METADOUR or Equivalent	METADOUR or Equivalent	No's	10
13	Hockey Stick	Length.37" Weight.538 to 623gram carbon material 100 % .Grip length.15" Grip width.1" curve side width.4.5" CARBONEX. METADOUR. or Equivalent	METADOUR or Equivalent	No's	10
14	Hockey Ball	Weight.156 to 163gram Diameter.224 to 235mm Colour white. Hard plastic material. GT reader ,Grays or Equivalent.	GT reader, Grays or Equivalent.	No's	24
15	Hockey keeper kit	The range incorporates most of the design features, but it made from slightly lighter and soft materials, enabling younger players to move quicker. Items. 1.Helmet. 2.Protector. 3.Thaigh. 4.Upper arm. 5.Fore arm. 6.Leg guard. 7.Kicker. 8.Glouves. METADOUR or Equivalent	METADOUR, Grays or Equivalent	No's	1
16	Shin Guard	For Hockey .Light weight Shield with Ideal Fit to the Leg. Plastic or Rubber material. METADOUR ,Grays or Equivalent	METADOUR ,Grays or Equivalent	No's	6
17	Goal Keeper Shirt	As per Standard	Grays or Equivalent		2
18	Hockey Grip	As per Standard	Grays or Equivalent		12
19	Basket Ball	Weight. 567 to 650 gram Diameter 74.9 to 78cm soft plasic material. MOLTAN or Equivalent	MOLTAN or Equivalent	No's	12

Sr. #	ITEM NAME	SPECIFICATION	Made	Unit	Total Qty
20	Basket Ball Net	Diameter 45cm. Net length 40 to 45 cm. plastic rope. Net coloum width and length is 1.5"	As per Standard	Pair	2
21	Basket Ball Ring	With Spring	As per Standard	Pair	1
22	Volley Ball	Weight. 260 to 280gram diameter. 65 to 67cm Soft blader Leather sol. JAGGA or equivalent	JAGGA or equivalent	No's	12
23	Hand Ball	Weight.425 to 475gram Diameter.25 to 26" Leather sol Soft Blader. TIKNO or Equivalent	TIKNO or Equivalent	No's	14
24	AB Guards	Good Quality	MB, CA or Equavilant	No's	2
25	Table Tennis Table	The Table is 2.74 meter long, 1.525 meter wide, and 67cm high. 2 pieces Wooden. Adjustable iron legs. Table colour Green or Blue. With Green colour net. Net length 1.83 meter width 15.25 cm Hight 15.25 cm cotton rope.	Butterfly or Equivalent	No's	1
26	Table Tennis Racket	colour Red and Black. Diameter.20" Length 10" Handle length 3.5" Handle width0 .75"	Butterfly or Equivalent	Pair	2
27	Table Tennis Ball	2.7gram Diameter 40mm Made of celluloid or similar plastic material. Ball colour White or Orange.	Butterfly or Equivalent	Dzn	4
28	Shot put	Weight.4kg Iron Diameter. 95 to 110mm	As per Standard	No's	1
29	Discus Through	Weight.1kg Diameter. 18cm Fibber Glass	As per Standard	No's	1
30	Javelin	Weight.600g aluminum length. 2.20 to 2.30meter Head 25 cm cord grip 14 cm	As per Standard	No's	1
31	High Jump pole	Pair of high jump with T.base made of varnished steel, Galvanized steel posts featuring a matric scale for adjusting the crossbar's height up to 230cm. Including galvanized steel crossbar supports.	As per Standard	Pair	1
32	High Jump Bar	Length. 4.meter diameter, 30mm fiber glass, aluminum	As per Standard	No's	1
33	Mattress	6'.6'.2 feet, soft foam CROWN or Equivalent	CROWN or Equivalent	No's	1
34	Air Pump	length.2feet. Diameter.2" plastic Handle and steel pipe	As per Standard	No's	2
35	Measuring Tap	100 Meter. Fiber Glass.	As per Standard	No's	2
36	Stop Watch	Good Quality	GM, China or Equivalent	No's	8
37	Spikes	Good Quality	China made or Equivalent	Pair	8
38	Cone	6 inch	As per Standard	No's	70
39	Cone	9 inch	As per Standard	No's	30

Annexure-B

Table of Quantities & Specifications

Lot Number 02 (Electrical Items)

Sr. #	ITEM NAME	SPECIFICATION	Made	Unit	Total Qty
1	Copper Conductor Cable	PVC Insulated, PVC Sheeted twin core copper conductor cable 7/0.044" 250/440 volts	Pakistan, Newage, Fast or Equivalent	Meter	200
2	Copper Conductor Cable	PVC Insulated, PVC Sheeted twin core copper conductor cable 7/0.036" 250/440 volts	Pakistan, Newage, Fast or Equivalent	Meter	180
3	Copper Conductor Cable	PVC Insulated, PVC Sheeted twin core copper conductor cable 7/0.029" 250/440 volts	Pakistan, Newage, Fast or Equivalent	Meter	180
4	LED Rope	PVC Insulated LED rope light cable Multiple Color	Good Quality As Standard	Meter	200
5	LED Flood Lights	LED Lights 100 W, Through150 feet, water Proof with Two Year Warranty Period	Exsen, Osrim or Equivalent	No's	40
6	Coper Conductor Cable	Flexible Twin Wire 40/.0076" copper conductor	Pakistan, Newage, Fast or Equivalent	Meter	270
7	Power Supply	Rope Light Power Supply 220v	Good Quality As per Standard	No's	100
8	Flasher	Flasher / Decoration Lights 35 feet Length Multiple Color with Male Female Swith Provision	Good Quality As per Standard	No's	250
9	Iron Pole Flood Light	Gi Galvanized Pipe 14 gage, 20 feet Hight, 1.5 inch dia, with fixing plate Size: 12 inch x 12 inch and Engle Iron Size: 1-1/2 x 1-1/4 Frame (Size: 3 x 3) Nut Bolt Complete in all Respect	Good Quality As Per Standard	No's	10
10	Bush Cutter Machine	Model No. (HBC-52) Engine Type: Air Cooled, 2 Stroke Single Cylinder Engine Size: 50.8cc Fuel Tank Capacity: 800ml Max Speed:9500rpm, Max Power: 2.5HP (1.85kW) Gross Weight : 13.68 kg Pure Copper Motor with 2 Year Warranty	Hyundai or Equivalent	No's	1
11	LED Plub	18-W	Exsen or Equivalent	No's	50
12	Light Plug	10 Amper, China Fitting	JB or Equivalent	No's	25
13	Fan Regulator (Dimmer)	5-Amper	JB or Equivalent	No's	20
14	Holder	Jumbo Size	Abid Or Equivalent	No's	40
15	Exhaust Fan	Plastic 10 inch	GFC or Equivalent	No's	8
16	Cable Clip	8mm	Good Quality	Pkt	10

Annexure-B

Table of Quantities & Specifications

Lot Number 03 (Masonry Items)

Sr. #	ITEM NAME	SPECIFICATION	Made	Unit	Total Qty
1	Bricks	A Grade	As per standard	No's	24,000
2	Cement	50 kg of bag	Pakcem, DG, Bestway or Equivalent	Bags	120
3	Crush	Good Quality	As per Standard	sft	300

Annexure-B

Table of Quantities & Specifications

Lot Number 04 (Paint Material & Misc. Wooden Items)

Sr. #	ITEM NAME	SPECIFICATION	Made	Unit	Total Qty
1	Distemper Paint (14.75 Ltr)	Distemper paint weight 14.75 ltr	Diamond or Equivalent	Drami	15
2	Piant Brush 5 inch	5-inch	Good Quality	No's	5
3	Door Polish	As per standard	Good Quality	Ltr	5
4	Wooden Bidding	As per standard	Good Quality	Rft	300
5	Wooden Strip 1" x 2.5"	Size :- 1" x 2.5"	Good Quality	Rft	300
6	Lamination Chipboard Sheet	As per Standard	Kashmir or Equivalent	No's	12
7	Press Lamination Sheet	As per Standard	Kashmir or Equivalent	No's	12

Annexure-B

Table of Quantities & Specifications

Lot Number 05 (Sanitary Items)

Sr. #	ITEM NAME	SPECIFICATION	Made	Unit	Total Qty
1	Wall Shower	As per Standard	Faisal or Equivalent	No's	2
2	Muslim Shower	As per Standard	Faisal or Equivalent	No's	2
3	Lever Type Basin Mixer	As per Standard	Faisal or Equivalent	No's	2
4	Chromium plated bib cock:-	As per Standard	Faisal or Equivalent	No's	3
5	Waste pipe of PVC:- 4cm	As per Standard	Faisal or Equivalent	No's	3
6	Chromium plated towel rail:- 24" long	As per Standard	Faisal or Equivalent	No's	2
7	Chromium Plated Soap Dish.	As per Standard	Faisal or Equivalent	No's	2
8	Looking glass 55x40 cm (22"x16") size	As per Standard	Good Quality	No's	2
9	Chromium plated mixing valve, for wash hand basin, sink or shower	As per Standard	Faisal or Equivalent	No's	1
10	Bath Shower	As per Standard	Master or Equivalent	No's	20
11	Toilet Shower	As per Standard	Master or Equivalent	No's	20
12	Commode Fitting, IFO	As per Standard	Master or Equivalent	No's	8
13	Spindale 2.5mm	As per Standard	Master or Equivalent	No's	24
14	Tab Head 2.5mm	As per Standard	Master or Equivalent	No's	12
15	Connection Pipe Steel 1.5 ft	As per Standard	Master or Equivalent	No's	18
16	Regulator 20 mm	As per Standard	Good Quality	No's	20
17	T.Cock	As per Standard	Master or Equivalent	No's	12
18	Geyser Thermostats	As per Standard	Good Quality	No's	10

Annexure-C

To be Submitted with Financial Proposal

Price Schedule

Lot Number 01 (Sports Items)

Sr. #	ITEM NAME	SPECIFICATION	Estimated Qty Required	Rate per Unit Rs. (Inclusive of all Taxes & Charges)	Amount (Rs.)
1	Cricket wicket	Length. 28" width.1" mango wood. Single piece	4		
2	Cricket Bat (hard Ball)	English Villow, Length.35" width.5" Handle Length.11" Handle width.1" Canel Handle Rubber Gripe. IPL Star. CA. or equivalent.	2		
3	Tennis Ball	Diameter.9" Weight.56.0Gram Rubber material. IHSAN. CA. or Equivalent.	30		
4	Batting Pads	As per Standard	2		
5	Batting Gloves	As per Standard	2		
6	Leather Ball	As per Standard	36		
7	Helmet	As per Standard	2		
8	Tape ball Bat	Length.35" width.5" Handle Length.11" Handle width.1" Canel Handle Rubber Gripe. IPL Star. CA. Coconut wooden or equivalent.	5		
9	Cricket Ball Thrower	Good Quality	1		
10	Cricket Kit Bag	CA,HS,MB or Equivalent	1		
11	Foot Ball	weight.410 to 450gram Diameter. 68 to 70cm Soft Blader. Leather sole. WAQAS. DOUBLE STAR. or Equivalent	20		
12	Shin Guard	Light weight Shield with Ideal Fit to the Leg. Plastic or Rubber material. METADOUR or Equivalent	10		
13	Hockey Stick	Length.37" Weight.538 to 623gram carbon material 100 % .Grip length.15" Grip width.1" curve side width.4.5" CARBONEX. METADOUR. or Equivalent	10		
14	Hockey Ball	Weight.156 to 163gram Diameter.224 to 235mm Colour white. Hard plastic material. GT reader ,Grays or Equivalent.	24		
15	Hockey keeper kit	The range incorporates most of the design features, but it made from slightly lighter and soft materials, enabling younger players to move quicker. Items. 1.Helmet. 2.Protector. 3.Thaigh. 4.Upper arm. 5.Fore arm. 6.Leg guard. 7.Kicker. 8.Glouves. METADOUR or Equivalent	1		

Sr. #	ITEM NAME	SPECIFICATION	Estimated Qty Required	Rate per Unit Rs. (Inclusive of all Taxes & Charges)	Amount (Rs.)
16	Shin Guard	For Hockey .Light weight Shield with Ideal Fit to the Leg. Plastic or Rubber material. METADOUR ,Grays or Equivalent	6		
17	Goal Keeper Shirt	As per Standard	2		
18	Hockey Grip	As per Standard	12		
19	Basket Ball	Weight. 567 to 650 gram Diameter 74.9 to 78cm soft plastic material. MOLTAN or Equivalent	12		
20	Basket Ball Net	Diameter 45cm. Net length 40 to 45 cm. plastic rope. Net coloum width and length is 1.5"	2		
21	Basket Ball Ring	With Spring	1		
22	Volley Ball	Weight. 260 to 280gram diameter. 65 to 67cm Soft blader Leather sol. JAGGA or equivalent	12		
23	Hand Ball	Weight.425 to 475gram Diameter.25 to 26" Leather sol Soft Blader. TIKNO or Equivalent	14		
24	AB Guards	Good Quality, MB,CA or Equivalent	02		
25	Table Tennis Table	The Table is 2.74 meter long, 1.525 meter wide, and 67cm high. 2 pieces Wooden. Adjustable iron legs. Table colour Green or Blue. With Green colour net. Net length 1.83 meter width 15.25 cm Hight 15.25 cm cotton rope.	1		
26	Table Tennis Racket	colour Red and Black. Diameter.20" Length 10" Handle length 3.5" Handle width0 .75"	2		
27	Table Tennis Ball	2.7gram Diameter 40mm Made of celluloid or similar plastic material. Ball colour White or Orange.	4		
28	Shot put	Weight.4kg Iron Diameter. 95 to 110mm	1		
29	Discus Through	Weight.1kg Diameter. 18cm Fibber Glass	1		
30	Javelin	Weight.600g aluminum length. 2.20 to 2.30meter Head 25 cm cord grip 14 cm	1		
31	High Jump pole	Pair of high jump with T.base made of varnished steel, Galvanized steel posts featuring a matric scale for adjusting the crossbar's height up to 230cm. Including galvanized steel crossbar supports.	1		
32	High Jump Bar	Length. 4.meter diameter, 30mm fiber glass, aluminum	1		
33	Mattress	6'.6'.2 feet, soft foam CROWN or Equivalent	1		
34	Air Pump	length.2feet. Diameter.2" plastic Handle and steel pipe	2		
35	Measuring Tap	100 Meter. Fiber Glass.	2		
36	Stop Watch	Good Quality	8		
37	Spikes	Good Quality	8		
38	Cone	6 inch	70		
39	Cone	9 inch	30		

Annexure-C

To be Submitted with Financial Proposal

Price Schedule

Lot Number 02 (Electrical Items)

Sr. #	ITEM NAME	SPECIFICATION	Estimated Qty Required	Rate per Unit Rs. (Inclusive of all Taxes & Charges)	Amount (Rs.)
1	Copper Conductor Cable	PVC Insulated, PVC Sheeted twin core copper conductor cable 7/0.044" 250/440 volts- Pakistan, Newage, Fast or Equivalent	200		
2	Copper Conductor Cable	PVC Insulated, PVC Sheeted twin core copper conductor cable 7/0.036" 250/440 volts- Pakistan, Newage, Fast or Equivalent	180		
3	Copper Conductor Cable	PVC Insulated, PVC Sheeted twin core copper conductor cable 7/0.029" 250/440 volts- Pakistan, Newage, Fast or Equivalent	180		
4	LED Rope	PVC Insulated LED rope light cable Multiple Color	200		
5	LED Flood Lights	LED Lights 100 W,Through150 feet , water Proof with Two Year Warranty Period- Exxsn, Osrim or Equivalent	40		
6	Coper Conductor Cable	Flexible Twin Wire 40/.0076" copper conductor- Pakistan, Newage, Fast or Equivalent	270		
7	Power Supply	Rope Light Power Supply 220v	100		
8	Flasher	Flasher / Decoration Lights 35 feet Length Multiple Color with Male Female Swith Provision	250		
9	Iron Pole Flood Light	Gi Galvanized Pipe 14 gage, 20 feet hight, 1.5 inch dia, with fixing plate Size: 12 inch x 12 inch and Engle Iron Size: 1-1/2 x 1-1/4 Frame (Size: 3 x 3) Nut Bolt Complete in all Respect	10		
10	Bush Cutter Machine	Model No. (HBC-52) Engine Type: Air Cooled, 2 Stroke Single Cylinder Engine Size: 50.8cc Fuel Tank Capacity: 800ml Max Speed:9500rpm, Max Power: 2.5HP (1.85kW) Gross Weight : 13.68 kg Pure Copper Motr with 2 Year Warranty- Hyundai or Equivalent	1		
11	LED Plub	18-W- Exsen or Equivalent	50		
12	Light Plug	10 Amper- JB or Equivalent	25		
13	Fan Regulator(Dimmer)	5-Amper- JB or Equivalent	20		
14	Holder	Jumboo Size- Abid Or Equivalent	40		
15	Exhaust Fan	Plastic 10 inch- GFC or Equivalent	8		
16	Cable Clip	8mm	10		

Annexure-C

To be Submitted with Financial Proposal

Price Schedule

Lot Number 03 (Masonry Items)

Sr. #	ITEM NAME	SPECIFICATION	Estimated Qty Required	Rate per Unit Rs. (Inclusive of all Taxes & Charges)	Amount (Rs.)
1	Bricks	A Grade	24,000		
2	Cement	50 kg of bag- Pakcem, DG, Bestway or Equivalent	120		
3	Crush	Good Quality	300		

Annexure-C

To be Submitted with Financial Proposal

Price Schedule

Lot Number 04 (Paint Material & Misc. Wooden Items)

Sr. #	ITEM NAME	SPECIFICATION	Estimated Qty Required	Rate per Unit Rs. (Inclusive of all Taxes & Charges)	Amount (Rs.)
1	Distemper Paint (14.75 Ltr)	Distemper paint weight 14.75 ltr- Diamond or Equivalent	15		
2	Piant Brush 5 inch	5-inch	5		
3	Door Polish	As per standard	5		
4	Wooden Bidding	As per standard	300		
5	Wooden Strip 1" x 2.5"	Size :- 1" x 2.5"	300		
6	Lamination Chipboard Sheet	As per Standard- Kashmir or Equivalent	12		
7	Press Lamination Sheet	As per Standard- Kashmir or Equivalent	12		

Annexure-C

To be Submitted with Financial Proposal

Price Schedule

Lot Number 05 (Sanitary Items)

Sr. #	ITEM NAME	SPECIFICATION	Estimated Qty Required	Rate per Unit Rs. (Inclusive of all Taxes & Charges)	Amount (Rs.)
1	Wall Shower	Faisal or Equivalent	2		
2	Muslim Shower	Faisal or Equivalent	2		
3	Lever Type Basin Mixer	Faisal or Equivalent	2		
4	Chromium plated bib cock:-	Faisal or Equivalent	3		
5	Waste pipe of PVC:- 4cm	Faisal or Equivalent	3		
6	Chromium plated towel rail:- 24" long	Faisal or Equivalent	2		
7	Chromium Plated Soap Dish.	Faisal or Equivalent	2		
8	Looking glass 55x40 cm (22"x16") size	Good Quality	2		
9	Chromium plated mixing valve, for wash hand basin, sink or shower	Faisal or Equivalent	1		
10	Bath Shower	Master or Equivalent	20		
11	Toilet Shower	Master or Equivalent	20		
12	Commode Fitting, IFO	Master or Equivalent	8		
13	Spindale 2.5mm	Master or Equivalent	24		
14	Tab Head 2.5mm	Master or Equivalent	12		
15	Connection Pipe Steel 1.5 ft	Master or Equivalent	18		
16	Regulator 20 mm	Good Quality	20		
17	T. Cock	Master or Equivalent	12		
18	Geyser Thermostats	Good Quality	10		