


GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
CABINET DIVISION

RE-TENDER NOTICE

Sealed bids are invited from firms/contractors/suppliers/dealers registered with Sales Tax/Income Tax Departments and having their own offices/stock/manpower/expertise in Rawalpindi/Islamabad for following procurements, works and services required by the Cabinet Division, Government of Pakistan Islamabad, during FY-2016-17. Detail is as under:-

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|----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Name of Procuring Agency | Cabinet Division, Government of Pakistan, Islamabad. |
| Number of Tender(s) | 01 (One). |
| Title of Procurements | Misc items Hand Held VHF Sets, Aviation / Technical Publication, Voice Recorder / Met Data Logger and Navigation Equipment Jepsen Flip |
| Contact Officer | Project Officer Ph: 051-9249134 Cell: (0333-8724264) |
| Closing Time and Date & Place for receiving of bids | Upto 1100 hrs, 5th June, 2017 , Room No.1013, Cabinet Block, Cabinet Division, Islamabad. |
| Time & Place of publicly opening of | 1130 hrs, 5th June, 2017 , Cabinet Division, Cabinet Block, Islamabad. |

2. The bidding document containing terms and conditions, instructions to bidders, given specifications or better, bid evaluation criteria, Format for Financial Proposal, bid declaration and contract form can be obtained from the office of the undersigned on any working day before the closing date against payment of Rs.500/- in the shape of Pay Order in favour of DDO, 6 Aviation Squadron, Cabinet Division, Islamabad. This advertisement is also available on websites of PPRA at www.ppra.org.pk and Cabinet Division at www.cabinet.gov.pk. The bidders who opt to download the bidding documents from the website shall submit a pay order of Rs. 500/- along with the technical proposal, failing which the bid will not be entertained. The procuring agency reserves rights to accept or reject any or all bids/proposals in accordance with Rule-33 of PP Rules-2004.


(Shahid Ahmed)
Section Officer (Sqn)
Ph: 051-9103638

INSTRUCTIONS TO BIDDERS

1. The bidding document containing terms and conditions, instructions to bidders, given specifications or better and above, bid evaluation criteria, Format for Financial Proposal, bid declaration and contract form can be obtained from the office of the undersigned on any working day before the closing date against payment of Rs.500/- in the shape of Pay Order in favour of DDO, 6 Aviation Squadron, Cabinet Division, Islamabad.
2. This advertisement is also available on websites of PPRA at www.ppra.org.pk and Cabinet Division at www.cabinet.gov.pk. The bidders who opt to download the bidding documents from the website shall submit a pay order of Rs. 500/- along with the technical proposal, failing which the bid will not be entertained.
3. The sealed envelopes may be dropped in the sealed tender box placed at the reception of Cabinet Division **by 1100 Hours on 5th June, 2017**. The technical bids will be opened at 1100 Hours the same day in the presence of the bidders or their representatives who may choose to be present.
4. In case of public holiday on the bid opening date mentioned above, the bids will be opened on the very next working day.
5. Technical & Financial bids must be submitted in two separate sealed envelopes.
6. The technical bid must contain the following documents / information:-
 - a) Call Deposit for Rs. 500,000/- (Rupees Five Hundred Thousand only) in favour of DDO, 6 Aviation Squadron, Cabinet Division, Islamabad.
 - b) Company Profile.
 - c) List of current customers.
 - d) Details of the similar projects completed so far.
 - e) Copies of NTN and GST Registration Certificates
 - f) Proof of sound financial position in the form of Bank Statement for the last three years.
 - g) Proof of experience of at least five years in the relevant field with the organizations of Ministry of Defence/para-military forces.
 - h) Affidavit to the effect that the Company has never been blacklisted by any Ministry/Division or Government Department/Organization must be attached with the bid.
7. Financial bids are required to be submitted on the prescribed format given in the bidding document.

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GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
(CABINET DIVISION)

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TERMS AND CONDITIONS

- i) Cabinet Division will follow single stage / two envelop process in accordance with Rule 36(b) of PPRA Rules, 2004. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal. Each envelope containing the respective proposal should be clearly marked with "Technical Proposal" and "Financial Proposal".
- ii) The bidders who opt to download the bidding document from PPRA website shall submit a pay order of Rs. 500/= along with the technical proposal, failing which the bid will not be entertained.
- iii) The Company must have minimum experience of five years in the relevant field with the organizations of Ministry of Defence/para-military forces.
- iv) The Company must have a regular place of business at Islamabad/Rawalpindi with telephone and email address and must provide proof of their existence in the particular business for not less than five years.
- v) The Company should be financially sound to carry out the task at the fastest pace to complete the project within the stipulated timeframe.
- vi) The Company should be an active tax payer having NTN issued by the Income Tax Department.
- vii) In case of unsatisfactory service in any manner including quality and timeline, the bid security/earnest money will be forfeited and the contract will be partially/fully cancelled which may lead to blacklisting of the Company.
- viii) The Company should attach the following documents with the technical proposal for participation in bidding process:-
 - a) Call Deposit for Rs. 500,000/- (Rupees Five Hundred Thousand only) in favour of DDO, 6 Aviation Squadron, Cabinet Division, Islamabad.
 - b) Company Profile
 - c) List of current customers
 - d) Details of the similar projects completed so far
 - e) Copies of NTN and GST Registration Certificates
 - f) Proof of sound financial position in the form of Bank Statement for the last three years.
 - g) Proof of experience of at least five years in the relevant field with the organizations of Ministry of Defence/para-military forces.
 - h) Affidavit to the effect that the Company has never been blacklisted by any Ministry/Division or Government Department/Organization must be attached with the bid.
- ix) Bids not accompanied by bid security/earnest money will not be entertained.
- x) Bid security/earnest money of the successful bidder will be retained as security deposit till satisfactory completion of the project and expiry of the contract period and that of the rest will be returned after award of contract to the successful bidder.

- xi) The rates should be quoted in Pak Rupees including all taxes/duties.
- xii) No cutting /overwriting in the bids will be accepted.
- xiii) Unsealed bids and those received through fax, e-mail and after the closing date and time will not be entertained.
- xiv) The deadline for submission of the bids is 5th June, 2017 till 1100 Hours.
- xv) The financial bids of only technically qualified bidders will be opened, while the financial bids of technically unsuccessful bidders will be returned unopened.
- xvi) Minimum threshold for qualification of the technical bids will be 70% marks as per criteria for technical evaluation.
- xvii) The Cabinet Division will accept the lowest evaluated bid as per Rule 38 of PPRA Rules, 2004.
- xviii) Successful bidder shall sign a formal contract/agreement with the Cabinet Division.
- xix) The bid must be valid for at least 90 days.
- xxi) The project will be awarded as one package.
- xxii) All payments will be made in Pak Rupees.
- xxiii) All taxes will be deducted at source, as per rules.
- xxiv) Warrantee/guarantee period will be 12 months at the minimum.
- xxv) It is of utmost importance that bids should be submitted very carefully and the instructions set forth above, scrupulously complied with, failing which the bid will not be entertained.
- xxvi) The Cabinet Division may reject any or all bids/proposals any time prior to acceptance. The ground for rejection of bid or proposal shall be communicated to the bidder upon request without giving justification thereof. Results of bid evaluation shall be announced in accordance with rule 35 of Public Procurement Rules, 2004.
- xxvii) The decision of the Cabinet Division would be final and binding on all matters relating to this tender.
- XXVIII) The contractor shall complete the project on turnkey basis.
- xxix) 100% Payment shall be made to the contractor on completion of work and commissioning of the equipment.

Bid Declaration Form
(On stamp paper of Rs.20/-)

1. Name of Interested Firm:

2. CNIC #:

(please attach copy of CNIC)

3. NTN #:

(please attach copy of NTN Certificate)

4. Value of Earnest Money

Rs. _____

(In words) _____

5. Contact Number:

6. Postal Address:

7. Email Address : _____

Declaration: I certify that, to the best of my knowledge and belief, all the information on and attached to this form is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this form shall make grounds for not entertaining my bid, or for cancellation even after bid acceptance, and may be punishable by fine or imprisonment according to law of Pakistan. I understand that any information I voluntarily provide on or attached to this bid may be investigated. Moreover, I hereby declare that all the terms and conditions of the bidding document are accepted.

CONTRACT FORM

This Contract is made at Islamabad on _____ Day of _____, 2017 between the Government of Pakistan through the Cabinet Division (hereinafter referred to as the "Cabinet Division") AND M/s _____ (hereinafter referred to as the "Contractor"), who have agreed as follows:

- i) The Contractor shall be bound to complete the awarded work satisfactorily in all respects within 35 days from the date of signing of this Contract.
- ii) Bid security/earnest money of the Contractor shall be retained as security deposit till satisfactory completion of the project.
- iii) Cabinet Division shall have the right to increase/decrease the quantity/quantum of work at any time before completion of the project and the Contractor shall have no right to agitate against it.
- iv) The Contractor shall be bound to carry out the task at the fastest pace to complete the project within the stipulated timeframe.
- v) The Contractor shall be bound to abide by the security requirements at site.
- vi) The Contractor shall submit to the Project Officer, photocopies of Computerized National Identity Card along with 2 photographs of 1" x 1" size duly attested by an officer of BS-17 or above in respect of each employee and worker to be deployed by the Contractor at site. This will be applicable for the Contractor himself too.
- vii) An officer or a Committee designated by the Cabinet Division shall carry out detailed inspection of the work at site and submit a report to the Project Director.
- viii) In case any deficiency/defect is observed during the course of inspection, the Cabinet Division shall have the right to withhold the payment of an amount equal to the cost of the item(s) so found deficient/defective. Payment shall be released only after making good the deficiencies/defects by the Contractor within the timeframe to be specified by the Cabinet Division.

- ix) In case of unsatisfactory service in any manner including quality and timeline, the bid security/earnest money of the Contractor shall be forfeited and the Contract shall be partially/fully cancelled which may lead to blacklisting of the Contractor/Company.
- x) The Cabinet Division shall release the bid security/earnest money upon successful/satisfactory completion of the project and discharge of all contractual obligations stipulated in this Contract.
- xi) 100% Payment shall be made to the contractor on completion of work and commissioning of the equipment.
- xii) All payments shall be made in Pak. Rupees subject to deduction of all taxes/duties at source, as per Government rules.
- xiii) The Contractor shall be responsible for warranty/guarantee of the work done by him for a period offered by the Contractor, but not less than twelve months.
- xiv) The project shall be completed within the specified timeframe as one package.
- xv) The decision of the Cabinet Division shall be final and binding on all matters relating to this Contract.
- xvi) All disputes arising out of contractual obligations shall be settled through arbitration by a Committee to be constituted by Secretary, Cabinet Division in the light of provisions of the Public Procurement Rules, 2004.

Contractor

Cabinet Division