

**NESPAK - DIAMER BASHA CONSULTANTS GROUP (DBCG)**

**BIDDING DOCUMENTS  
FOR SUPPLY OF  
LOT-1 ELECTRICAL APPLIANCES AND LOT-2 FURNITURE  
AT DBCG SITE OFFICE, CHILAS**

**SEPTEMBER 2022**

**NESPAK - DIAMER BASHA CONSULTANTS GROUP (DBCG)  
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**BIDDING DOCUMENTS  
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AT DBCG SITE OFFICE, CHILAS**

**TERMS AND CONDITIONS**

**1. Introduction**

NESPAK led Diamer Basha Consultants Group (DBCG) (the Purchaser) wishes to receive Bids on "Single Stage Single Envelope" bidding procedure for Supply of Lot-1 Electrical Appliances and Lot-2 Furniture at DBCG Site Office, Chilas.

The prospective Bidders, who have down loaded the Bidding Documents from the Purchaser's website, must regularly visit the website for downloading the addendum, if any.

**2. Scope of Supply**

The Scope of Supply for each Lot of Items/Goods is described in detail in respective Schedule of Prices as attached hereto.

The Bidders may submit a Bid for single Lot or multiple Lots but the Bids must be for complete Scope of Supply of the respective Lot(s) as per Schedule of Prices. Any Bid covering partial Scope of Supply of the respective Lot will be rejected.

**3. Cost of Bidding**

The Bidder shall bear all costs associated with the preparation and submission of its Bid and the Purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

**4. Validity of the Bids**

The Bids shall remain valid for a period of ninety (90) days after the date of Bid opening.

**5. Documents Comprising the Bid**

Bid shall comprise one envelope called Financial Proposal, containing the documents listed here under;

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- i. NTN Certificate and extract of Active Taxpayer List;
- ii. An affidavit on stamp paper of Min. Rs. 50 duly attested by the Oath Commissioner certifying that “We have neither been blacklisted nor involved in any litigation/arbitration with any Government or Semi-Government Organization/Department”;
- iii. Duly filled-in, signed and stamped Letter of Financial Proposal;
- iv. Bid Security amounting to three percent (3%) of the Bid Price in the form of demand draft/pay order/CDR in favour of National Engineering Services Pakistan (Pvt.) Limited (NESPAK);  
(Bid Security of unsuccessful Bidders shall be returned upon award of the respective Lot(s) to the successful Bidder(s); whereas the Bid Security of successful Bidder(s) shall be returned when the Bidder(s) has furnished the required Performance Security.)
- v. Duly filled-in, signed and stamped Schedules of Prices of respective Lot(s) being quoted by the Bidder(s); and
- vi. These Bidding Documents duly signed and stamped.

The Bids must be complete, in order and comprise documentary evidences for each requirement mentioned in these Bidding Documents.

## **6. Bid Prices, Currency of Bid**

The prices in Schedule of Prices shall be quoted by the Bidder entirely in Pak Rupees. The payment shall also be made in Pak Rupees. The Bid Price shall be quoted inclusive of all prevailing duties and taxes such as income tax, GST, etc.

The terms of payment shall be as under:

- i. Payment shall be made through crossed cheque within thirty (30) days after submission of invoice upon delivery, inspection, installation / commissioning of specific Items/Goods up to the satisfaction of the Purchaser at DBCG Site Office Chilas, as per unit rates quoted in respective Schedule of Prices.
- ii. No payment shall be made in advance.
- iii. Payment against partial delivery of the respective Lot(s) shall not be made.
- iv. Payment shall be made after deduction of applicable taxes (income tax, GST etc.) at source, as per Government Rules/Instructions/Notifications.
- v. The prices quoted by the Bidder shall remain firm and fixed during the entire Term of Supply and up to the issuance of ‘Certificate of Completion’ for respective Lot(s).

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## **7. Bid Submission, Opening and Clarification**

The documents comprising Financial Proposal will be sealed and titled as "Bid for supply of Lot-1 Electrical Appliances and Lot-2 Furniture at DBCG Site Office, Chilas".

The Bid, prepared in accordance with the above provisions must be submitted latest by deadline for submission of Bids mentioned in Invitation to Bid. The Bids submitted through fax or e-mail shall not be considered. The Proposals will be opened on same day in the presence of the Bidder's authorized representatives.

The Bidder's name, Bid Prices, any discount, the presence or absence of Bid Security and such other details as the Purchaser at its discretion may consider appropriate, will be announced by the Purchaser at the opening of Financial Proposals of respective Lot(s). Any Bid Price or discount which is not read out and recorded at Financial Proposals' opening, will not be taken into account in the evaluation of Financial Proposals.

The Purchaser will prepare the record of the Bid opening. Representatives of the Bidders who choose to attend shall sign the attendance sheet.

To assist in the examination, evaluation and comparison of Bids the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

## **8. Evaluation Criteria**

The Purchaser will evaluate the Bids as per the following criteria:

- a) The Purchaser will evaluate and compare the Financial Proposals of the Bidders whose Proposals submitted for the respective Lot(s) are substantially responsive to the requirements of the Bidding Documents. Selection will be based on Least Cost Method. Furthermore, any Financial Proposal not accompanied by an acceptable Bid Security shall be rejected by the Purchaser as non-responsive.
- b) Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation may be waived by Purchaser, provided such waiver does not prejudice or affect the relative ranking of any other Bidder.

## **9. Notification of Award**

The Purchaser will award the respective Lot(s) to the Bidder(s) whose Bid has been determined as most advantageous bid being substantially responsive to the Bidding Documents with lowest Bid Price in respective Lot(s).

Prior to expiration of the period of Bid validity prescribed by the Purchaser, the Purchaser will notify the successful Bidder(s) in writing ("Letter of

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Acceptance”) that his Bid has been accepted. This letter shall name the sum which the Purchaser will pay the Supplier(s) (the successful Bidder(s)) in consideration of the execution and completion of the Supply of Items/Goods as prescribed by the respective Lot(s) (hereinafter called the “Contract Price”).

Notwithstanding the above, the Purchaser reserves the right to annul the bidding process and reject all Bids, at any time prior to Award as per Rule 33 of Public Procurement Rules 2004.

#### **10. Performance Security**

The successful Bidder(s) (the Supplier(s)) under the respective Lot(s) shall furnish to the Purchaser a Performance Security, in the form of Bank Guarantee from Scheduled Bank in Pakistan for the amount equal to 10% of Contract Price within a period of seven (07) days after the receipt of Letter of Acceptance/Purchase Order. The Performance Security shall be valid till the warranty period of specific Items/Goods under the respective Lot(s). Failure of the successful Bidder to comply with the requirement of submission of the Performance Security shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Security.

#### **11. Term of Supply**

The Supplier shall submit schedule of inspection of Items/Goods under the respective Lot(s) for approval by the Purchaser.

The Supplier shall complete delivery, inspection, installation, testing & commissioning of specific Items/Goods under the respective Lot(s), within Two (2) weeks for **Lot No. 1** and within Four (4) weeks for **Lot No. 2** from the date of issuance of Letter of Acceptance.

The Supply of Items/Goods under each Lot shall be monitored by the Purchaser through an authorized personnel and shall be rejected if not found according to the requirements of the Bidding Documents; the Purchaser shall not be responsible for any costs or expenses incurred by the Supplier on this account.

The Purchaser reserves the right to increase or decrease the quantity of each item mentioned in the Schedule of Prices.

In case of any unacceptable reason attributable to the Supplier, the Purchaser will have the right to cancel the Award and forfeit the Supplier’s Performance Security.

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## LETTER OF FINANCIAL PROPOSAL

### SUPPLY OF LOT-1 ELECTRICAL APPLIANCES AND LOT-2 FURNITURE AT DBCG SITE OFFICE, CHILAS

To:

NESPAK - DIAMER BASHA CONSULTANTS GROUP (DBCG)  
49 – H, Gulberg-III, Lahore.

Gentleman,

1. We have examined and have no reservations to the Bidding Documents including Addenda, if any.
2. We hereby offer to supply the Items/Goods stated in the Bidding Documents for Lot Nos. \_\_\_\_\_ in conformity with these Documents for the Total Bid Price of PKR \_\_\_\_\_ (Pak Rupees \_\_\_\_\_).
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a Bid Security in the amount of \_\_\_\_\_ drawn in your favour or made payable to you.
4. We agree to abide by this Bid for the period of ninety (90) days from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. This Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
6. We understand that you are not bound to accept the lowest or any bid you may receive.
7. We do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid for the Supply.
8. We undertake that all the information and documents submitted with the Bid are genuine, and in case of incorrect information or fake documents we shall be liable for punitive action under the Applicable Law.

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022

Signature \_\_\_\_\_

in the capacity of \_\_\_\_\_ duly authorized to sign bid for and on behalf of

\_\_\_\_\_  
(Name of Bidder in Block Capitals)  
(Seal)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness:

(Signature) \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

CNIC \_\_\_\_\_

Sign & Stamp of the Bidder

# **SCHEDULE OF PRICES**

Sign & Stamp of the Bidder



**SUPPLY OF LOT-1 ELECTRICAL APPLIANCES AND LOT-2 FURNITURE  
AT DBCG SITE OFFICE, CHILAS**

**SUMMARY OF SCHEDULE OF PRICES**

<b>Sr. No.</b>	<b>Lot No(s)</b>	<b>Total Price (PKR)</b>
1	Lot-1 Electrical Appliances	
2	Lot-2 Furniture	

**Bid Price (PKR):** \_\_\_\_\_

Sign & Stamp of the Bidder

**LOT-1 ELECTRICAL APPLIANCES**

**SCOPE OF SUPPLY**

<b>Sr. No.</b>	<b>Description of Items</b>	<b>Quantity (Nos.)</b>
<b>1.</b>	Air Conditioners (Split Type)	16
<b>2.</b>	Refrigerator	1
<b>3.</b>	Deep Freezer	2
<b>4.</b>	Microwave Oven	2
<b>5.</b>	Water Dispenser	2
<b>6.</b>	Android Smart FHD LED	1
<b>7.</b>	Instant Electric Geyser	13

**LOT-1 ELECTRICAL APPLIANCES  
SCHEDULE OF PRICES**



Sr. No.	Description	Qty	Specification/Features of Item	Brand & Model No.	Unit Rate (PKR)	GST @ 17%	Total PKR
1.	Air Conditioners (Split Type)	16	Gree, PEL, Haier or Equivalent ➤ DC Inverter 1.5 Ton (Heat & Cool)				
2.	Refrigerator	1	Haier, PEL, Dawlance or Equivalent ➤ 20 cubic feet Inverter ➤ Double Door (Glass)				
3.	Deep Freezer	2	Haier, PEL, Dawlance or Equivalent ➤ 400 Ltr Inverter ➤ Single Door				
4.	Microwave Oven	2	Haier, PEL, Dawlance or Equivalent ➤ Capacity 38 Ltr				
5.	Water Dispenser	2	Homage, Orient, PEL or Equivalent ➤ Cool Tank Storage Capacity 3.5 Ltr ➤ Hot Tank Storage Capacity 1 Ltr				
6.	Android Smart FHD LED	1	TCL, PEL, Haier or Equivalent 60" Android Smart FHD LED				
7.	Instant Electric Geyser	13	Canon, Golden Fuji or Equivalent ➤ Capacity 10 Ltr				

**Total Price (Lot-1) = PKR \_\_\_\_\_**




**LOT-2 FURNITURE  
SCOPE OF SUPPLY**

<b>Sr. No.</b>	<b>Description of Items</b>	<b>Quantity (Nos.)</b>
1.	Single Bed	30
2.	Mattress	42
3.	Bed Side Table	40
4.	Easy Chair	60
5.	Cupboard	9
6.	Sofa	2
7.	Center Table	24
8.	Dining Table	5
9.	Dining Chairs	30

**LOT-2 FURNITURE  
SCHEDULE OF PRICES**

Sr. No.	Description	Qty	Specification/Features of Item & Detail of Accessories	Unit Rate (PKR)	GST @ 17%	Total PKR
1.	Single Bed 	30	Size 78" x 42" Made of MDF laminated board of Al-Noor brand or equivalent with PVC edging of same color Inside structure: Sheesham Wood			
2.	Mattress	42	Molty Form or Equivalent Size 78" x 42" Thickness 6"			
3.	Bed Side Table 	40	Size 18" x 18" x 22" Made of MDF laminated board of Al-Noor brand or equivalent with PVC edging of same color One lockable drawer having imported Slide Rails with 4" long aluminum handle. One cupboard supported by hydraulic hinges with 4" long aluminum handle.			

<p>4.</p>	<p>Easy Chair</p> 	<p>60</p>	<p>Seat size 20" x 20"</p> <p>Structure: Sheesham Wood</p> <p>Seat and back covered with best quality foam (Molty Foam or equivalent) and upholstered with black leatherette.</p>			
<p>5.</p>	<p>Cupboard</p> 	<p>9</p>	<p>Cupboard size 6' x 4' x 22"</p> <p>Made of MDF laminated board of Al-Noor brand or equivalent with PVC edging of same color</p> <p>Two doors supported by hydraulic hinges with 6" long aluminum handles. The edges of MDF covered with 2mm thick PVC.</p> <p>One side: Cloth Hanging</p> <p>Other side: Four Shelves</p>			
<p>6.</p>	<p>Sofa</p> 	<p>2</p>	<p>3+1+1 with best quality form (Molty Foam or equivalent) upholstered with black leatherette.</p> <p>Three Seater Size: 92W x 33D x 31H</p> <p>Single Seater Size: 42W x 33D x 31H</p>			

7.	<p>Center Table</p> 	24	<p>Size 4' x 2'</p> <p>Structure made of rectangular steel pipe with powder coating.</p> <p>Top made of MDF laminated board of 32mm thick (Al-Noor brand or equivalent) with 2mm thick PVC edging of same color</p>		
8.	<p>Dining Table</p> 	5	<p>Shape: Rectangular</p> <p>Size 40" x 60"</p> <p>Made of MDF laminated board of Al-Noor brand or equivalent with PVC edging of same color</p> <p>Top of table is 32mm thick and edges covered with 2mm thick PVC of same color.</p>		
9.	<p>Dining Chairs</p> 	30	<p>Seat size 18" x 18"</p> <p>Structure: Sheesham Wood</p> <p>Seat covered with 2" best quality foam (Molty Foam or equivalent) and upholstered with black leatherette.</p>		

**Total Price (Lot-2) = PKR \_\_\_\_\_**