INVITATION TO TENDER FORM

- 1. Schedule to Tender No <u>2114150/B-2111/340310 DATED 15 Dec 2021</u>. This tender will be closed for acceptance at 1030 Hours and will be opened at <u>1100 Hours</u> on <u>26 Jan 2022</u>. Please drop tender in the Tender Box No <u>204</u>.
- 2. You are requested to please use this Performa for price quotation, fill in the prices, affix your stamp on the same, sign it and forward it in original as your Commercial offer along with the covering letter of your firm. If you do not use this form as price quotations your offer might be rejected.
- 3. You are requested to please attach DP-1 and DP-3 alongwith your quotation duly signed & stamped.

Schedule of Stores

S. NO	DETAIL OF STORES	QTY/ UNIT	UNIT PRICE	TOTAL PRICE
1.	NSN NO. 8010-79-514-0923 INTERPRIME 198 RED P/NO. CPA099-RED PARENT EQUIPMENT: HULL PRESERVATION OF F-22P PACKING (PACKING = 20 LITERS) SPECIFICATION: WAR PAINT ISSUE 37 FIRM IS PROVIDE FOLLOWING DOCUMENTATION:	4000 LITERS		
	 a. Firm warranty / guarantee on form DPL-15 for Functionality/Serviceability of the item. b. OEM's (M/s International Paint Ltd) Certificate on conformity indicating following. i. NNS/Part No. Description & qty of stores. ii. List of serial Number and batch numbers or lot numbers as Embossed/Engraved on the stores. 			

- iii. Date / Period of Manufacture.

 iv. Conformance to standards/specification quoted in the IT.

 c. OEM test certificates COA (with special mention of batch number).

 d. Marking on the package must be legible.

 Packing of fragile stores to be marked with
 - d. Marking on the package must be legible Packing of fragile stores to be marked with appropriate international symbols.

OEM ADDRESS

M/S INTERNATIONAL PAINTS LTD, UK

NOTE 1:

- 1. OEM certified fresh manufactured paints to be accepted against suppliers warranty/ guarantee on form DPL-15 addition to CINS inspection.
- 2. OEM conformity certificate/lab analyses report (with special mention of batch no) to be provided at the time bulk supply.
- 3. Store to be packed in OEM original sealed packing.
- 4. Product technical specification safety data sheet handling storage and application instruction in detail to be provide at the time of bulk supply.
- 5. The offered stores should have a minimum 85% of shelf life remaining at the time of inspection/delivery.
- 6. Paints to be procured from authorized reps of OEM with provision of technical assistance.
- 7. Flash point and highly inflammable to be marked on each drum/tin.
- 8. Contract No description & NSN Batch number Qty and date of manufacturing& date of expiry to be marked on each drum/tin.

NOTE II:

- 1. FIRM/SUPPLIER SHALL PROVIDE CORRECT AND VALID E-MAIL AND FAX NO. TO CINS AND DP(N). SUPPLIER/CONTRACTING FIRM SHALL EITHER PROVIDE OEM CONFORMANCE CERTICATE TO CINS OR IS TO BE E-MAILED TO CINS UNDER INTIMATION TO DP (NAVY) AT E-MAIL ADDRESS <u>cins@paknavy.gov.pk</u>, <u>inpsectorate1@paknavy.gov.pk</u>. HARD COPY OF COC MUST FOLLOW IN ANY CASE THROUGH COURIER. ON RECEIPT, CINS SHALL APPROACH THE OEM FOR VERIFICATION OF CONFORMANCE CERTIFICATE ISSUED BY THE CONFORMANCE COMPANIES/FIRMS RENDERING FALSE OEM CERTIFICATES WILL BE BLACK LISTED.
- 2. JOINT INSPECTION IS TO BE CARRIED OUT BY CINS, CONSIGNEE AND END USER.
- 3. MARKING ON THE PACKAGE MUST BE LEGIBLE. PACKAGING OF FRAGILE STORES TO BE MARKED APPROPRIATELY.
- 4. KPT/PORT/WHARFAGE/ALLIED CHARGES

ALL PORT & DOCK CHARGES WILL BE PAID AT ACTUAL (IF APPLICABLE) BY SUPPLY OFFICER. PN EMBARKATION HEADQUARTERS, WEST WHARF ROAD, KARACHI ON SUBMISSION OF THEIR BILLS DULY VERIFIED BY COMMANDING OFFICER PN EHQ IN PAK CURRENCY.

- 5. QUOTED VALUE MUST BE IN UK (£).
- 6. FIRM WILL COMPLY / CONFIRM ALL ABOVE IT CLAUSES INCLUDING SPECIFICATION, OEM COC, SPECIAL INSTRUCTION, PACKING, GENERAL TERMS AND CONDITIONS, <u>OEM, QUOTED MODEL ON ITS TECHNICAL OFFER</u>.
- 8. ORIGINAL TECHNICAL OFFER ON FIRM'S LETTER HEAD PAD ALONG WITH **AUTHORIZATION LETTER**, **AGENCY AGREEMENT**, **PRINCIPAL INVOICE PROFORMA**, DP-1, DP-2 & DP-3 DULY SIGNED AND STAMPED ON EACH PAGE ARE REQUIRED **IN DUPLICATE**.

All taxes, duties and import/export license fees payable in Supplier's country or any other country en-route shipment other than Pakistan shall be paid by supplier.

UK £

Terms & Conditions

1. **Special Instructions**. Attached

2. <u>Terms of Payment.</u> 80% on of shipment of stores and 20% on issuance

of CRV.

3. **Origin of Stores.** Imported (To be indicated in Technical Offer)

4. **Origin of OEM.** UK (To be indicated in Technical Offer)

5. **Technical Scrutiny Report.** Required.

6. **Delivery Period.** 06 Months after opening of LC.

7. Currency. Pound (£)

8. **Basis for acceptance.** FOB.

9. Bid Validity. The validity period of quotations must be indicated and should invariably be 130 days from

indicated and should invariably be 120 days from the date of opening of commercial offer or 30th June whichever is earlier. Firm undertakes to extend validity of offer if required by equal number of original bid period (i.e. 120 days or less as per original offer) i.a.w PPRA Rule-26.

10. **Terms of Payment:** Part payment and part supply is allowed.

11. Place of Inspection. Joint Inspection will be carried out by CINS,

consignee and end user at depot.

12. <u>Tendering procedure</u> Single stage - Two Envelop bidding procedure will

be followed as per PPRA Rule 36 (b).

13. <u>Earnest Money/</u> <u>Bid Security:</u>

Your tender must be accompanied by a Call Deposit Receipt (CDR) in favor of CMA (DP), Rawalpindi in separate envelope and outside **attached with technical offer**. The rate of earnest money and its maximum ceil for different categories of firms would be as under:-

PRE-QUALIFIED / REGISTERED / INDEXED FIRMS.

(a) 2% of the quoted value subject to maximum ceiling of Rs. 0.5 Million.

PRE-QUALIFIED / REGISTERED / BUT UNINDEXED FIRMS.

(b) 3% of the quoted value subject to maximum ceiling of Rs. 0.750 Million.

NON PRE QUALIFIED / UN-REGISTERED UNINDEXED FIRMS.

(c) 5% of the quoted value subject to maximum ceiling of Rs. 1 Million.

14. Return of Earnest Money:

(a) Earnest money to the unsuccessful bidders will be returned on finalization of the contract.

(b) Earnest money of the firm/firms with whom contract is concluded will be returned on submission of Bank Guarantee and its acceptance by CMA (DP).

15. **Special Note.**

- a. All Participating firms must submit technical offers in duplicate (one for TSR committee and one for DP (Navy) record).
- b. Unregistered (Not registered with Directorate General Defense Purchase) firms must provide the documentary evidence of their technical and financial capability to undertake the project.
- c. Unregistered firms are to submit a certificate along with their Technical offer stating that the firm is not black listed by any government organization and not under disciplinary trial or embargo. Acceptance of firm's offer, firms not registered with DGDP is subject to security clearance. All firms who do not provide requisite documentary or security wise not cleared by DGDP (FS Team) will be rejected.
- d. In case of Pakistani firms, sales tax, NTN and income tax registration certificates are to be attached with the offer. These certificates are mandatory with the BID, otherwise offer shall be REJECTED.
- e. Company registration certificates are to be attached with offer.
- f. Requisite amount of earnest money (in shape of Bank Draft in the favour of CMA (DP)) is to be attached in separate envelop in sealed condition with the Technical offer. Photocopy of the same shall also be attached with DP-2 as a testimony. Cheques/crossed cheques shall not be accepted.
- g. Duly completed Form DP-1 and DP-3 are to be attached with Technical Offer.
- h. DP-2 Form shall also be submitted with Technical Offer without mentioning of prices.
- j. Only registered supplier on Active Taxpayers List (ATL) of FBR are eligible to participate in the Tender and submit quote.
- k. Release of payments is subject to mandatory submission of Filer Certificate duly issued by FBR showing the name of supplier on Active Taxpayers List (ATL). No payment will be released by CMA (DP) unless latest Filer Certificate duly issued by FBR showing the name of supplier on its Active Taxpayer list is submitted alongwith payment documents.

Note: In case of failure to comply above instructions, Terms and conditions, offer will liable for rejection.

SPECIAL INSTRUCTIONS

SOURCE OF SUPPLY

- 1. Genuine OEM Certified Brand New Stores will only be acceptable. Stores not procured directly from OEM or his Authorized Dealer/Agent/Stockist will not be acceptable.
- 2. Supplying firm in its "Offer/Quotation" is to clearly state whether stores will be supplied directly from relevant OEM or OEM's Authorized Dealer/Agent/Stockist.
- 3. In case the stores are being sourced through OEM's Authorized Dealer/Agent/Stockist a documentary proof to this effect comprising OEM's Dealership Certificate in respect of Dealer/Agent/ Stockist is to be provided by the supplying firm with following endorsements.
 - a. Certificate reference number with date
 - b. Name of the authorized dealer/agent/stockist
 - c. Last date/duration/period for validity of dealership
- 4. Supplying firm in its "Offer/Quotation" is to provide OEM's contact (address, e-mail address, phone, fax and website etc)

ORIGIN OF SUPPLY

5. Supplying firm in its "Offer/Quotation" is to specifically mention country of origin for the stores, which will be subsequently endorsed in the "Contract".

UPDATES & CURRENT INFORMATION

6. In case, NSN, Part Number or Quality Standard of the indented item has been superseded by a new one before/after conclusion of contract, the supplying firm is to provide all such relevant information alongwith a documentary proof to this effect originating from the concerned OEM. If replaced part effects fittings and functioning of other associated parts as well, then details of those parts are also to be provided.

DOCUMENTATION REQUIRED

- 7. Supplying is to provide following documentation at the time of inspection:
 - a. Firm's Warranty/Guarantee on form "DPL-15".
 - b. OEM's "Certificate of Conformity" indicating following.
 - (1) Pattern/Part Numbers of stores
 - (2) Description of stores along with quantity
 - (3) List of Serial Numbers or Batch Numbers or Lot Numbers as embossed/ engraved on the stores, as applicable.
 - (4) Date/Period of Manufacture
 - (5) Conformance to standards/specifications quoted in the IT
 - c. OEM Lab Test Certificate/FATs report.

- d. Import documents comprising "Lading/Airway Bill" or "Shipping Bill" and "Bill of Entry" duty endorsed with the name of Supplying Firm if the item is sourced from abroad by local supplier/authorized dealer of OEM.
- 8. Firm/Supplier shall provide correct and valid email and fax No. to CINS and DP(N). Supplier/contracting firm shall either provide OEM/conformance certificate to CINS or is to be emailed to CINS under intimation to DP(N). Hard copy to COC must follow in any case through courier. On receipt, CINS shall approach the OEM for verification of conformance certificate issued by the OEM. Companies/firms rendering false OEM conformance certificates shall be black listed. "OEM's certificate" of conformity "originating from principal" who is neither the OEM not the OEM's authorized dealer/agent/stockiest will not be acceptable.

INSPECTION

9. Inspection Authority for all types of stores will be "CINS". However, in cases, where testing/verification of supplied stores is not possible, joint inspection will be carried out by reps of CINS, consignee and end/specialist user.

<u>Directorate of Procurement (Navy)</u> Through Bahria Gate

Near SNID Center, Naval Residential Complex, E-8, Islamabad Contact: Reception 051-9262311, Bahria Gate 0331-5540649, Section 051-9262310 Email: adpn34@paknavy.gov.pk

	No & Date			
	Description			
•	ing Date			
Firm Na				
Postal A				
	ddress for Correspondence			
	Person NameNumber (Landline	\ /\/		
	ents to be Attached with Quotation	_) (IVIC	DDIIE)
	o submit its proposal in a sealed envelope v	vhich (shall contain 03	v
	Envelops as per details given below:	VIIICII	Silali Contain 03	· x
Sealed	Envelop 1 – Technical Offer in Duplicate			
This en	nvelope must contain 02 x sets of Technical	Offer	(01 x Original +	01 x Copy).
Each S	Set must contain following documents as per	this o	rder and Suppl	ier is to mark
	against each to ensure that these document	s have	e been attached	d:
	Document		Original Set	Copy Set
1.	Bank Challan			
2.	Principal Authorization Letter (where			
	applicable)			
3.	Principal Invoice (Muted – without Price)			
	(where applicable)			
4.	DP -1 Form of IT (with compliance remarks	s)		
5.	DP – 2 Form of IT with compliance remarks	S		
	against each clause of the Annex A)			
6.	Technical Offer / Specs			
7.	Annex A of IT (with compliance remarks)			
8.	Annex B & C of IT (with compliance remark	(s)		
9.	DP-3 form of IT (dully filled & signed)			
10.	DGDP Registration Letter (If firm is register	red		
	with DGDP)			
11.	Tax Filling Proof			
<u>Sealed</u>	<u> I Envelop 2 – Earnest Money</u>			
	This Envelop must contain Earnest Money	only.		
<u>Sealed</u>	I Envelop 3 – Commercial Offer			
	This Envelop must contain following docur			
1.	Firm's Commercial Offer		Original	
2.	Principal Invoice (where applicable)	01 x	Original	
3.	Dully filled DP-2 Form of IT	01 x	Original	

Firm's Declaration

It is certified that we have submitted tender in compliance with above instructions and we understand that our offer is liable to rejection if tender is not prepared / packed as per above instructions.

	Firm's Authorized Signatures	
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Tender No		Name of the Firm. DGDP Registration No. Mailing Address. Date. Telephone No. Official E-Mail. Fax No. Mobile No of contact person.
	The Director Of Procurement (Section P-34) Near SNIDS Centre, CDA Market at Naval Residential Complex Sector E-8, Islamabad Tele: 051-9262310 Email: dpn@paknavy.gov.pk	t
Dear Sir		
schedule to of tender at remain valid and the con	the tender inquiry or such portion the prices offered against the said up to 120 days and will not be	of Procurement (Navy) the stores detailed in thereof as you may specify in the acceptance schedule and further agree that this offer will withdrawn or altered in terms of rates quoted on before this date. I/we shall be bound by a d within the prescribed time.
Contract in I of Pakistan Conditions C and/ or patter	Form No. DP-35 (Revised 2002) in , Ministry of Defence (Director Soverning Contracts" and have the erns quoted in the schedule heretoired and my/our offer is to supplied the supplied in the schedule heretoired and my/our offer is to supplied the supplied and my/our offer is to supplied the supplied and my/our offer is to supplied the supp	Tenders and General Conditions Governing included in the pamphlet entitled, Government rate General Defence Purchase) "General broughly examined the specifications/drawings of and am/are fully aware of the nature of the oply stores strictly in accordance with the
3. The follow	wing pages have been added to ar	nd form part of this tender:
b		
C.		Yours faithfully,
		(Signature of Tenderer)
		(Capacity in which signing) Address: Date

Signature of Witness.....

Address.....

*Individual signing tender and/or other documents connected with a contract must specify:-

- (a) Whether signing as "Sole Proprietor" of the firm or his attorney.
- (b) Whether signing as a "Registered Active Partner" of the firm or his attorney.
- (c) Whether signing for the firm "per procuration".
- (d) In the case of companies and firms registered under the Act, 1913 as amended up-to-date and under the Partnership Act 1932, the capacity in which signing e.g., the Director, Secretary, Manager, Partner, etc. or their attorney and produce copy of document empowering him so to sign, if called upon to do so.
- (e) Principal's proforma invoice (in original)
- (f) Earnest money
- (g) Treasury Challan Form for tender Fees as applicable

CHECK OFF LIST	
Tender Control No: <u>340</u>	
Firm Name: M/s	
Opening Date:	
Documents Attached	Yes
Technical offer in duplicate	
Commercial offer	
Technical Specs	
Earnest Money (Original+ Copy)	
Bank Challan	
DP-1 Form	
DP-2 Form	
DP-3 Form	
Tax Filling Proof	
DGDP Registration Letter	
Authorization Letter	
Principal Invoice	
<u>Sig</u>	

NECESSARY DATA FOR ISSUANCE OF CONTRACTS ON EARNEST MONEY IMPORTANT

Each column must be filled in with BLOCK CAPITAL LETTERS, incompletion shall render disqualification.

1.	Name :	
2.	Father's Name :	
3.	Address (Residential) :	
4.	Designation in Firm :	
5.	CNIC :(Attach Copy of CNIC)	
6.	NTN :(Attach Copy of NTN)	
7.	Firm's Address :	
8.	Date of Establishment of Firm :	
9.	Firm's Registration Certificate with FBR/Chamber of Com (Attach Copy of relevant CERTIFICATE)	nmerce/Registrar of Companies
10.	In case PARTNERSHIP (Attach particulars at serial 1,2,	,3,4,5 and 6 of each partner).
(Kı	INDLY FILL IN THE ABOVE FORM AND FORWARD IT UNDER YOU	TR OWN LETTER HEAD

WITH CONTACT DETAILS)

DIRECTORATE PROCUREMENT (NAVY)

	Tender No	
M/s		
	Date	
INVITATION TO TENDER AND GE	ENERAL INSTRUCTIONS	
Dear Sir / Madam,		
	tender for the supply of stores/equipment/ sched Schedule to Tender (Form DP-2).	
the successful bidder is governed be Rules-2004 and DPP&I-35 (Revise of contracts laid down by MoDP / upon you and your firm to first (www.ppra.org.pk) and DPP&I-35 from DGDP Registration Cell on Pothe tender. If your firm / company papability, you must be registered	d subsequent contract agreement awarded to by the rules / conditions as laid down in PPRA ed 2017) covering general terms & conditions DGDP. As a potential bidder, it is incumbent acquaint yourself with PPRA Rules 2004 (Revised 2017) (print copy may be obtained thone No. 051-9267412 before participating in possesses requisite technical as well financial or willing to register with DGDP to qualify for made after security clearance and provision of entioned in Para 15 of this DP-1.	
I/T (Invitation to Tender) i.a.w PI entered into between the partie Directorate General Defence Pu accordance with the law of contra Purchase Procedure & Instructions	ntracts. The 'Contract' made as result of this PRA Rules 2004 shall mean the agreement es i.e. the 'Purchaser' and the 'Seller' on urchase (DGDP) contract Form "DP-19" in act Act, 1872 and those contained in Defence s and DP-35 (Revised 2017) and other special ven contract for the supply of Defence Stores /	Understood not agreed

4. <u>Delivery of Tender.</u> The tender documents covering technical and commercial offers are to be furnished as under:-

Understood agreed Understood not agreed

- a. <u>Commercial Offer.</u> The offer will be in duplicate and indicate prices quoted in figures as well as in words in the currency mentioned in IT. It should be clearly marked in fact on a separate sealed envelope "Commercial Offer", tender number and date of opening. Taxes, duties, freight/transportation, insurance charges etc are to be indicated separately. Total price of the items quoted against the tender is to be clearly mentioned. In case of more than one option offered by the firm, DP(N) reserves the right to accept lowest technically accepted option if more than one options were accepted in Technical Scrutiny Report.
- b. <u>Technical Offer: (Where Applicable).</u> Should contain all relevant specifications in <u>DUPLICATE</u> (or as specified in IT) along with essential literature/brochure, drawings and compliance metrics in a separate sealed envelope and clearly marked "Technical Offer" without prices, with tender number and date of opening. Technical offer shall be opened first; half an hour after the date and time for receipt of tender mentioned in DP-2. Firms are to confirm/comply with IT technical specification in the following format:

Understood

not agreed

Understood not agreed

Understood not agreed

S.No	Technical requirement as per IT	Firm's endorsement (Comply/ Partially Comply/ Non Comply	i.e. Refer to page or	availability of enclosed proof

(Legend: C = Fully Comply, PC = Partially Comply, NC = Not Comply) (Firms must clearly identify where their offer does not meet or deviates from IT Specs)

c. <u>Special Instructions.</u> Tender documents and its conditions may please be read point by point and understood properly before quoting. All tender conditions should be responded clearly. In case of any deviation due to non-acceptance of tender conditions(s), the same should be highlighted alongwith your offered conditions. Tender may however be liable to be rejected.

d. Firms shall submit their offers in two separate envelopes (i.e. two copies of commercial offer and two or more copies of the technical offer as asked in the IT) and envelops clearly marked "Technical proposal", "Commercial proposal" in bold. The commercial offer will include rates of items/services called for and the technical offer will not indicate the rates. Both types of offers are to be enclosed in separate covers and each envelope shall be properly sealed bearing the signature of the bidder. Each cover shall indicate type of offer, number and date of IT and IT opening date. Thereafter both the envelopes (technical and commercial

signed. This cover should bear the address of the procurement agency indicating, issuance date of IT and No, with its opening date. This should be further placed in another cover (third cover), addressed and indicated in the tender documents, without any indication that there is a tender within it. FORM DP-1, DP-2, DP-3 and Questionnaires. Form DP-1, DP-2 e. Understood Understood agreed not agreed (alongwith annexes). DP-3 and Questionnaires duly filled in are to be submitted with the offer duly stamped/signed by the authorized signatory/ person. It is pertinent to mention that all these are essential requirement for participation in the tender. f. The tender duly sealed will be addressed to the following:-Directorate of Procurement (Navy) Near SNIDS Centre, CDA Market at Naval Residential Complex Sector E-8. Islamabad Tele: 051-9262310 Email: dpn@paknavy.gov.pk Date and Time For Receipt of Tender. Tender must reach this office by Understood Understood not agreed the date and time specified in the Schedule to Tender (Form DP-2) attached. This Directorate will not accept any excuse of delay occurring in post. Tenders received after the appointed/ fixed time will NOT be entertained. The appointed time will, however, fall on next working day in case of closed/forced holiday. Only legitimate/registered representatives of firm will be allowed to attend tender opening. In case your firm has sent tender documents by registered post or courier service, you may confirm their receipt at DP (Navy) on Phone No 051-9267412 well before the opening date / time. Tender Opening. Tenders will be opened as mentioned in the schedule to Understood Understood tender. Commercial offers will be opened at later stage if Technical Offer is found agreed not agreed acceptable on examination by technical authorities of Service HQ. Date and time for opening of Commercial offer shall be intimated later. Only legitimate / registered representative of firm will be allowed to attend tender opening. Tenders received after date & time specified in DP-2 would be rejected without exception and returned un-opened i.a.w Rule 28 of PPRA-2004. Validity of Offer. The validity period of quotations must be indicated and should Understood a. Understood not agreed invariably be 120 days from the date of opening of commercial offer or 30th June whichever is earlier. Firm undertakes to extend validity of offer if required by equal number of original bid period (i.e. 120 days or less as per original offer) i.a.w PPRA Rule-26. The quoting firm will certify that in case of an additional b. Understood Understood agreed not agreed requirement of the contract items (s) in any qty(s) within a period of 12 months from the date of signing the contract, these will also be supplied at the ongoing contract rates with discount.

6.

7.

offer) shall be placed in one envelope (second cover) duly sealed and

	nderstood greed	Understood not agreed
9. Quoting of Rates. Only one rate will be quoted for entire quantity, item wise. In case quoted rates are deliberately kept hidden or lumped together to trick other competitors for winning contract as lowest bidder, DP(N) reserves the right to reject such offers on-spot besides confiscating firm's Earnest Money / Bid Security and take appropriate disciplinary action. Conversion rate of FE/LC components will be considered w.e.f. opening of commercial offer as per PPRA Rule-30(2).	Understood agreed	Understood not agreed
10. Return of I/T. ITs are to be handled as per following guidelines:		
a. In case you are Not quoting, please return the tender inquiry stating the reason of NOT quoting. In case of failure to return the ITs either quoted or not quoted consequently on three occasions, this Directorate, in the interest of economy, will consider the exclusion of your firm's name from our future distribution list of invitation to tender.	Understood agreed	Understood not agreed
b. For registered firm(s), case will be referred to DGDP for necessary administrative action if firms registered / indexed for tendered items/stores do not quote / participate.	Understood agreed	Understood not agreed
c. It is a standard practice to invite all firm(s) including those unregistered with DGDP who gave their preliminary budgetary/ technical proposals to end users / indentors. If your firm has been invited to participate in the tender, you must either participate in tender. In case of your inability to do so, you must inform DP (Navy) by a formal letter/email.	Understood agreed	Understood not agreed
11. <u>Withdrawal of Offer</u> . Firms shall not withdraw their commercial offers before signing of the contract and within validity period of their offers. In case the firm withdraws its offer within validity period and before signing of the contract, Earnest Money of the firm shall be confiscated and disciplinary action may also be initiated for embargo up to 01 year.	Understood agreed	Understood not agreed
12. <u>Provision of Documents in case of Contract</u> . In case any firm wins a contract, it will deposit following documents before award of contract:	Understood agreed	Understood not agreed
 a. Proof of firm's financial capability. b. Foreign Seller has to provide its Registration Number issued by respective Department of Commerce authorizing export of subject stores. c. Principal/Agency Agreement. d. Registration with DGDP (Provisional Registration is mandatory) 		
13. <u>Treasury Challan.</u>		
	Attached	Not Attached

- a. Offers by registered firms must be accompanied with a Challan form of Rs.200/- (obtainable from State Bank of Pakistan/Government Treasury) and debit able to Major Head C02501-20, Main Head-12, Sub Head 'A' Miscellaneous (Code Head 1/845/30). Each offer will be covered by one Challan.
- b. Firms, un-registered / un-indexed with DGDP (Registration Section) are to participate in the tender competition accompanied by Challan Form of Rs 300 in favour of CMA (DP).

14. <u>Earnest Money/Tender Bond:-</u> Your tender must be accompanied by a Call Deposit Receipt (CDR) in favor of CMA (DP), Rawalpindi for the following	Attached	Not Attached
a. Rates for Contract. The rate of earnest money and its maximum		
ceiling for different categories of firms would be as under:-		

- (i) <u>Registered/Indexed/Pre-Qualified Firms</u>. 2% of the quoted value subject to maximum ceiling of Rs. 0.100 Million.
- (ii) Registered/Pre-Qualified but Un-indexed Firms. 3% of the quoted value subject to maximum ceiling of Rs. 0.150 Million.
- (iii) <u>Unregistered/not Pre-Qualified/Un-indexed Firms</u>. 5% of the quoted value subject to maximum ceiling of Rs. 0.200 Million.

b. Return of Earnest Money

- (i) Earnest money to the unsuccessful bidders will be returned on finalization of the contract.
- (ii) Earnest money of the firm/firms with whom contract is concluded will be returned on submission of Bank Guarantee and its acceptance by CMA (DP).
- **15.** <u>Documents for provisional registration:</u> In case your firm wins a contract on Earnest Money (EM), it will deposit following documents to DGDP (Registration Section) before the award of contract for provisional registration:-

S No	Local Supplier	Foreign Supplier
a.	Three filled copies of SVA-8121 of each member of management.	Three filled copies of SVA-8121-D of each member of management.
b.	Three filled copies of SVA-8121-A	Three filled copies of SVA-8121.
C.	Three photocopies of NIC for each member of management.	Three photocopy of Resident Card or equivalent identification Card for each member of management.
d.	Three PP size photographs for each member of management.	Three PP size Photographs for each member of management.
e.	Challan Form	Challan Form
f.	Bank Statement for last one year.	Financial standing/audit balance sheet

g.	Photocopy of NTN			Photocop	py of passpor	rt
h.		Principal at in case of lo		Trading		Company

	Consignee & Specialist Use	CINS, Joint Inspection will be carried out by or or a team nominated by Pakistan Navy. CINS in DP-35 and PP & I (Revised 2017) or as per	Understood agreed	Understood not agreed
	of the contract.	a in Di -33 and Fr & F(Nevised 2017) of as per		
17. Warra	Condition of Stores. Inty/Guarantee Form DPL-	·	Understood agreed	Understood not agreed
18. submi	Documents Required. tted along with the quote:	Following documents are required to be	Understood agreed	Understood not agreed

to CINS and DP(N). Supplier/contracting firm shall either provide OEM Conformance Certificate to CINS or is to be e-mailed to CINS under intimation to DP (Navy). Hard copy of COC must follow in any case through courier. On receipt, CINS shall approach the OEM for verification of Conformance Certificates issued by OEM. Companies/firms rendering false OEM Conforming Certificates will be blacklisted.

The firm/supplier shall provide correct and valid e-mail and Fax No

- c. Original quotation/Principal/OEM proforma invoice.
- d. In case of bulk proforma invoice, a certificate that prices indicated in the bulk proforma invoice have not been decreased since the date of bulk proforma invoice from the manufacturers/suppliers.
- e. Submit breakup of cost of stores/services on the following lines:
 - (i) Imported material with break down item wise along-with import duties.
 - (ii) Variable business overheads like taxes and duties imposed by the federal/provincial government as applicable:-
 - (1) General Sales Tax
 - (2) Income Tax
 - (3) Custom Duty. PCT code along with photocopy of the related page is to be attached where applicable.
 - (4) Any other tax/duty.
 - (iii) Fixed overhead charges like labour, electricity etc.
 - (iv) Agent commission/profit, if any.
 - (v) Any other expenditure/cost/service/remuneration as asked for in the tender.

 19. Rejection of Stores/Services. The stores/services offered as a result of contract concluded against this tender may be rejected as follows: a. 1st rejection on Govt. expense b. 2nd rejection on supplier expense c. 3rd rejection contract cancellation will be initiated. 	Understood agreed	Understood agreed
20. Security Deposit/Bank Guarantee. To ensure timely and correct supply of stores the firm will furnish an unconditional Bank Guarantee(BG) from a schedule Bank for an amount upto 10 % of the contract value (excluding Taxes, duties/freight handling charges) on a Judicial Stamp Paper (All pages) of the value of (Rs 100.00) as per prescribed format or in shape of CSD/Bank draft. The Bank Guarantee shall be endorsed in favour of CMA (DP) Rawalpindi who is the Accounts Officer specified in the contract. The CMA (DP) Rawalpindi has the like power of seeking encashment of the Bank Guarantee as if the same has been demanded by the purchaser himself. The Bank Guarantee shall be produced by the supplier within 30 days from the date of issue of the contract and remain valid for upto 60 days after completion of warranty period and remain in force till one year ahead of the delivery date given in the contract. If delivery period is extended, the supplier shall arrange the extension of Bank Guarantee within 30 days after the original delivery period to keep its validity always one year ahead of the extended delivery period. The BG form can be obtained from DP(N) on e-mail address given on page 1. Format of BG is enclosed at Annex B.	Understood	Understood not agreed
21. <u>Integrity Pact</u> . There shall be "zero tolerance" against bribes, gifts, commission and inducement of any kind or their promises thereof by Supplier / Firm to any Government official / staff whether to solicit any undue benefit, favour or otherwise. Following provisions must be clearly read & understood for strict compliance:	Understood agreed	Understood not agreed
a. Integrity Pact shall be applicable to all tenders / contracts irrespective of their financial value. However, a written Integrity Pact shall be signed for contracts exceeding Rs 10 Million between the procuring agency and the supplier / contractor i.a.w Rule-7 of PPRA-2004. The form is available at www.ppra.org.pk or can be requested at dpnavy@paknavy.gov.pk	Understood agreed	Understood not agreed
b. If a Supplier / Contractor is found involved in any unbusiness-like / unethical activity, same would be considered a serious breach of the Integrity Pact. DP (Navy) shall take severe disciplinary action against that person(s) and the firm / company, which may include, but not limited to, PERMANENT BLACKLISTING of firm / company through DGDP and legal action against the individual (s) involved as per Pakistan's Code of Criminal Procedure.	Understood agreed	Understood not agreed
c. It is strictly forbidden to socialize, call or meet any official / staff of DP (Navy) in private or during off hours. If any official / staff from Purchaser side asks for any undue favour or gratification directly or indirectly, the matter is to be immediately brought to the personal notice of Director Procurement (Navy) on Tel: 051-9267412 or through a personal meeting in office. Privacy of firms and their Reps sharing such information will be guaranteed without any prejudice to their normal business activities.	Understood agreed	Understood not agreed

22. <u>Correspondence.</u> All correspondence will be addressed to the Purchaser i.e. DP (Navy). Correspondence with regard to payment or issue of delivery receipt may be addressed to CMA Rawalpindi & Consignee respectively with copy endorsed to the DP (Navy).	Understood agreed	Understood not agreed
23. <u>Pre-shipment Inspection</u> .PN may send a team of officers including DP(N) member for the inspection of major equipments and machinery items at OEM premises as per terms of contract. If not already provided for and mentioned in the I.T, firm(s) must clarify the place, number of persons, duration and whether expenses on such visits would be borne by the Purchaser or Contractor. In case contractor is responsible for bearing such expenses, detailed breakdown of the same should be given separately in the commercial offer.	Understood agreed	Understood not agreed
24. <u>Amendment to Contract.</u> Contract may be amended/modified to include fresh clause (s) modify the existing clauses with the mutual agreement by the supplier and the purchaser; such modification shall form an integral part of the contract.	Understood agreed	Understood not agreed
25. Discrepancy . The consignee will render a discrepancy report to all concerned within 60 days after receipt of stores for discrepancies found in the consignment. The quantities found short are to be made good by the supplier, free of cost.	Understood agreed	Understood not agreed
 26. Price Variation. a. Prices offered against this tender are to be firm and final. b. Where the prices of the contracted stores/raw material are controlled by the government or an agency competent to do so on government behalf then price increase/decrease will be allowed at actual on case to case basis on production of government notification by the Supplier for the subject stores where the firms are contractually obliged and bound to produce the stores from raw materials supplied by government/State controlled departments in consultation with Military Finance. c. Except for calculation or typographical errors, the rates of the contracts not having a price variation clause PVC clause will not be increased subsequently. But when such an increase is considered desirable in the interest of expeditious supply of stores and is necessitated by the circumstances beyond the control of the Supplier, the case may be decided accordingly. 	Understood agreed	Understood not agreed
 27. Force Majeure. a. The supplier will not be held responsible for any delay occurring in supply of equipment due to event of Force Majeure such as acts of God, War, Civil commotion, Strike, Lockouts, Act of Foreign Government and its agencies and disturbance directly affecting the supplier over which events or circumstances the supplier has no control. In such an event the supplier shall inform the purchaser within 15 days of the happening and within the 	Understood agreed	Understood not agreed

same timeframe about the discontinuation of such circumstances/happening in writing. Non-availability of raw material for the manufacture of stores, or of export permit for the contracted stores from the country of its origin, shall not constitute Force Majeure.

- b. The Supplier shall provide the Purchaser with all the necessary proof of the occurrence of the events and its effect on the contract performance within 30 days from the start to force majeure event.
- c. The Purchaser shall be entitled to conduct investigation into the cause of delay reported by the Supplier.
- d. Where the delay was due to genuine force majeure event it shall extend the delivery for a period of equal to the period in which such force majeure remains operative.
- e. Such extension in delivery period, due to force majeure, shall not entitle the Suppliers to claim any extra from the Purchaser.

28.	Arbitration.	Parties	shall m	nake thei	r attemp	t to settle	e all disp	utes arisi	ng u	nderstood	Understood
under	this contract	through	friendl	y discus	sions in	good fai	th. In the	e event th	nat ^{ag}	greed	not agreed
either	party shall p	perceive	such	friendly (discussio	on to be	making	insufficie	ent		
progre	ess towards s	ettlemen	nt of dis	spute (s)	at any t	ime, ther	n such p	arty may	be		
writter	notice to the	other pa	arty ref	er the dis	spute (s)	to final a	and bidin	g arbitrati	on		
as pro	vided below:		-								

- a. The dispute will be referred for adjudication to two arbitrators one to be nominated by each party, who before entering upon the reference shall appoint an umpire by mutual agreement, and if they do not agree a judge of the Superior court shall be requested to appoint the umpire. The arbitration proceedings shall be held in Pakistan and under Pakistani Law.
- b. The venue of the arbitration shall be the place from which the contract is issued or such other places as the Purchaser at his discretion may determine.
- c. The arbitration award shall be firm and final.
- d. In course of arbitration the contract shall be continuously be executed except that part which is under arbitration
- e. All proceedings under this clause shall be conducted in English language and in writing
- 29. <u>Court of Jurisdiction</u>. In case of any dispute only court of jurisdiction at Rawalpindi, Pakistan shall have jurisdiction to decide the matter.

30. <u>Liquidated Damages(LD).</u> Liquidated Damages upto 2% per month	Understood
are liable to be imposed on the suppliers by the purchaser in accordance with	agreed
DP-35, if the stores supplied after the expiry of the delivery date without any valid	
reasons. Total value of LD shall not exceed 10% of the contract value.	

Understood not agreed

with the cont	Purchase. In the event of failure on the part of supplier to comply ractual obligations the contract will be cancelled at the Risk and of the supplier in accordance with DP-35.		
supply the co or contract b equipment de shall be liable resulting for h rescission tak imposed by the will be decide	ensation Breach of Contract. If the contractor fails to intracted stores or contract is cancelled either on RE or without RE become ineffective due to default of supplier / seller or stores / eclared defective and caused loss to the Government, contractor is to pay to the Government compensation for loss or inconvenience his default or from the rescission of his contract when such default or see place such compensation will be in excess to the RE amount, if the competent authority. Compensation amount in terms of money and by the purchase officer and will be deposited by contractor / seller int treasury in the currency of contract.	Understood agreed	Understood not agreed
compensation representative except the aggovernment a breach of succession nominated blacklisting of	ties/Commission/Gifts. No commission, rebate, bonus, fee or in any form shall be paid to any local or foreign agent, consultant e, sales promoter or any intermediary by the Manufacturer/Supplier gent commission payable as per the agent commission policy of the and as amended from time to time and given in the contract. Any ch clause(s) of the contract by Manufacturer/Supplier and/or their ted representative may result in cancellation of the contract of the Manufacturer/Supplier financial penalties and all or any other sure which the purchaser may consider appropriate.	Understood agreed	Understood not agreed
a. decide: for rea Supplie accept stores/ is com Supplie b. the Pur	If at any time during the currency of the contract the Purchaser s to terminate the contract for any reason whatsoever (other than isons of Non-Delivery) he shall have right to do so by giving the er a registered notice to that effect. In that event the Purchaser will delivery at the contract price and terms of such goods/services which are in the actual process of manufacture that pleted and ready for delivery within thirty days after receipt by the er of such notice. In the case of remainder of the undelivered stores/goods/services rehaser may elect either: (i) To have any part thereof completed and take the delivery	Understood agreed	Understood not agreed
	thereof at the contract price or. (ii) To cancel the remaining quantity and pay to the Supplier for the articles or sub-components or raw materials purchased by the Supplier and are in the actual process of manufacture at the price to be determined by the Purchaser. In such a case materials in the process of manufacture shall be delivered by the Supplier to the Purchaser. (iii) No payment shall however be made for any materials not yet in the actual process of manufacture on the date notice of		

Should the Supplier fail to deliver goods/services in time as per C. quality terms of contract or fail to render Bank Guarantee within the stipulated time period or any breach of the contract the Purchaser reserves the right to terminate/cancel the contract fully or any part thereof at the risk and expense (RE) of the Supplier.

> Understood not agreed

35. <u>Rights Reserved.</u> Directorate of Procurement (Navy), Rawalpindi reserves full rights to accept or reject any or all offers including the lowest. Grounds for such rejections may be communicated to the bidder upon written request, but justification for grounds is not required as per PPRA Rule 33 (1).	Understood agreed	Understoo
36. Application of Official Secrets Act, 1923. All the matters connected with this enquiry and subsequent actions arising there from come within the scope of the Official Secrets Act, 1923. You are, therefore, requested to ensure complete secrecy regarding documents and stores concerned with the enquiry and to limit the number of your employees having access to this information.	Understood agreed	Understood not agreed
37. Acknowledgment. Firms will send acknowledgement slips within 07 days from the date of downloading of IT from the PPRA Website i.e. <u>www.ppra.org.pk</u>	Understood agreed	Understood not agreed
38. <u>Disqualification.</u> Offers are liable to be rejected if:-		
 a. Received later than appointed/fixed date and time. b. Offers are found conditional or incomplete in any respect. c. There is any deviation from the General /Special/Technical Instructions contained in this tender. d. Forms DP-1, DP-2 (along with Annexes), and DP-3 duly signed, are NOT received with the offers. d. Taxes and duties, freight/transportation and insurance charges NOT indicated separately as per required price breakdown mentioned at Para 17. e. Treasury challan is NOT attached with the offer. f. Multiple rates are quoted against one item. g. Manufacturer's relevant brochures and technical details on major equipment assemblies are not attached in support of specifications. j. Subject to restriction of export license. k. Offers (commercial/technical) containing non-initialed/unauthenticated amendments/corrections/overwriting. l. If the validity of the agency agreement is expired. m. The commercial offer against FOB/CIF/C&F tender is quoted in local currency and vice versa. n. Principals invoice in duplicate clearly indicating whether prices quoted are inclusive or exclusive of the agent commission is not enclosed. 		Understood not agreed

If validity of offer is not quoted as required in IT or made subject to confirmation later.

Earnest Money is not provided with the technical offer (or as

p.

q.

specified).

Offer made through Fax/E-mail/Cable/Telex.

Earnest money is not provided.

- t. If offer is found to be based on cartel action in connivance with other sources/ participants of the tender.
- u. If OEM and principal name and complete address is not mentioned.
- v. Original Principal Invoice is not attached with offer.

		s by Supplier/Firm. Any aggrieved		nderstood reed	Understood not agreed		
decision of DP (N) or CINS or any other problematic area towards the execution agreed of the contract may prefer an Appeal to Standing Appeal Committee (SAC)							
		, , , , , , , , , , , , , , , , , , ,					
	_	N Officers and military finance rep e detail and timeline for preferring appea	•				
ISIAIIIA	Dau. III	e detail and timeline for preferring appea	is is given below.				
	S.No.	Category of Appeal	Limitation Period				
	a.	Appeals for liquidated damages	Within 30 days of decision				
	b.	Appeals for reinstatement of contracts	Within 30 days of decision				
	C.	Appeals for risk & expense amount	Within 30 days of decision				
	d.	Appeals for rejection of stores	Within 30 days of decision				
	e.	Appeals in all other Cases	Within 30 days of decision				
		ion. Any appeal received after the laps	e of timelines given in para ag	nderstood reed	Understood not agreed		
39 abo	ove shall	I not be entertained.					
41. undert		ms not Registered with DGDP. Firms apply for registration with DGDP prior si	•	derstood eed	Understood not agreed		
		on DGDP website <u>www.dgdp.gov.pk</u> .The					

Understood not agreed

- 42. Firms which are not registered with DGDP should initiate provisional Understood registration in accordance with Para 41. Besides, ground check by Field Security (FS) Team will be made for security clearance related to participation in the tender after technical opening. Firms undertake to provide following documents for ground check by FS Team:
 - a. NTN
 - b. Income Tax Return
 - c. Sales Tax Return
 - d. Sales Tax Certificate
 - e. Chamber of Commerce Industry Certificate
 - f. Professional Tax Certificate (Excise & Taxation)

financial status of the firm alongwith NTN and GST registration copies.

- g. Office/Home/Ware House Property documents
- h. Utility Bills (Phone/Electricity)
- j. Firm Vehicle/Personal Vehicle
- k. CEO Visiting Card/NIC Copy, 03Xspecimen signature of CEO
- I. DGDP Registration letter
- m. Firm Bank Statement
- n. Non Black List Certificate
- p. 2 X Witness + CNIC and Mobile Numbers
- q. Police Verification
- r. Agency Agreement
- s. OEM Certificate

	u. v. w. x. y. z. aa. ab. ac.	Stock List with value Company Profile/Broachers Employees List Firm Categories Sole Proprietor Certificate Partnership Deed Pvt Limited Memorandum of Articles Form 29 and Form A	S	
ассе 44.	ed" sha oted sh The a	all not be changed / withdraw all form the baseline for substabove terms and conditions a	IT clauses marked as "Understood & agreed on after tender opening. The IT provisions sequent contract negotiations.	Understoo not agreed
45.	Form	at of DPL-15 (warranty form)	Sincerely yours, (To be Signed by Officer Concerned) Rank: NAME:	

ISO Certificate

t.

DPL-15 (WARRANTY)

FIRM'S NAME: M/s					

- 1. We hereby guarantee that the articles supplied under the terms of this contract are produced new in accordance with approved drawings/specification and in all respect in accordance with the terms of the contract, and the materials used whether or not of our manufacture are in accordance with the latest appropriate standard specifications, as also in accordance with the terms of complete of good workmanship throughout and that we shall replace FOR/DDP Karachi free of cost every article or part thereof use or in use shall be found defective or not within the limits and tolerance of specifications requirement or in any way not in accordance with the terms of the contract.
- 2. In case of our failure to replace the defective stores free of cost within a reasonable period, we shall refund the relevant cost FOR/DPP Karachi (As the case may be in currency in with received).
- 3. This warranty shall remain valid for <u>01 Year</u> after the acceptance of stores by the end user

The signature must be the same as that on the tender/contract, or if otherwise must be shown to be the signature of a person capable of giving a guarantee on behalf of the contractor

SIGNATURE	
DATE	
PLACE	

BANK GUARANTEE FOR PERFORMANCE ON JUDICIAL STAMP PAPER OF RS. 100/- OR AS SUITABLE TO THE AMOUNT OF BG

(i)	Contract No	dated
(ii)	Name of Firm/Contractor	
(iii)	Address of Firm/Contractor	
(iv)	Name of Guarantor	
	Address of Guarantor	
	Amount of Guarantee Rs.	
(
((in wo	
(vii)	Date of expire of Guarantee	
	The President of Islamic Rentroller of Military Accounts (Defe	•
Sir,		
1.	Whereas your good self have en	tered into Contract No.
	with Messer's	
	(Full Name and Ad	
the (einafter referred to as our custome Contract is the submission of unc tomer to your good self for a sum pees/FE (as	onditional Bank Guarantee by our of Rs.
and (a.	In compliance with this stipulation undertake as under: - To pay to you unconditionally	on demand and/or without any
refer		_Rupees or FE (as applicable)
		as would be mentioned in your
writte	ten Demand Notice.	
b.	To keep this Guarantee in force to	till
year store Cust if an unde the I there recei	That the validity of this Bank of ahead of the original/extended deles which so ever is later in duration atomer i.e. M/sny must be duly received by us of er this Bank Guarantee shall cease last date of the validity of this Exeafter shall not be entertained by weight of payment under this guarantee must be clearly cancelled, dividing the same arantee must be clearly cancelled.	ivery period or the warrantee of the n on receipt of information from our or from your office. Claim, n or before this day. Our liability on the closing of banking hours on Bank Guarantee. Claim received hether you suffer a loss or not. On rantee, this document i.e. Bank

d. That we shall inform your office regarding termination of the validity of this Bank Guarantee one clear month before the actual expiry date of this Guarantee.
e. That with the consent of our customer you may amend/alter any term/clause of the contract or add/delete any term/clause to/from this contract without making any reference to us. We do not reserve any right to receive any such amendment/alternation or addition/deletion provided such like actions do not increase our monetary liability under this Bank Guarantee which shall be limited only to Rs (Rupees).
f. That the Bank Guarantee herein before given shall not be affected by any change in the constitution of the Bank or Customer/Seller or Vendor.
g. That this an unconditional Bank Guarantee, which shall be enchased on sight on presentation without any reference to our Customer/Seller or Vendor.
Guarantor
Dated:
(Bank Seal and Signatures)