

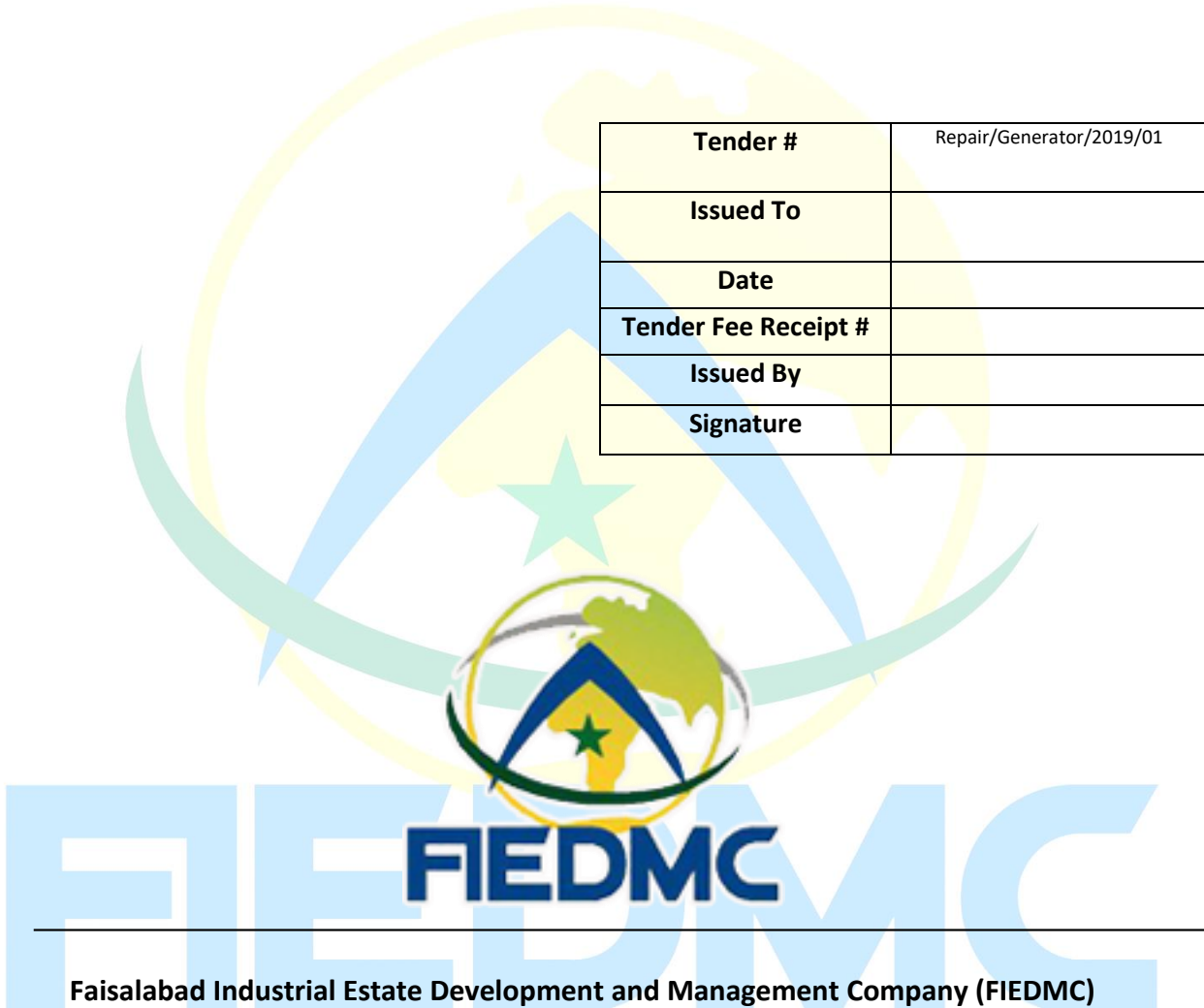
# Tender Document

## Repairing and Maintenance Work of Generator JOHN Deere 110 KVA

Bid Submission Date & Time: 1400 Hours, 17<sup>th</sup> Sep 2019

Bid Opening Date & Time: 1430 Hours, 17<sup>th</sup> Sep 2019

<b>Tender #</b>	Repair/Generator/2019/01
<b>Issued To</b>	
<b>Date</b>	
<b>Tender Fee Receipt #</b>	
<b>Issued By</b>	
<b>Signature</b>	



1<sup>st</sup> Floor, FCCI Complex, East Canal Road , Canal Park, Faisalabad

Ph # 041-9230231-34

UAN : 041-111-343-362

[www.fiedmc.com.pk](http://www.fiedmc.com.pk)

## **Important Note:**

The FIEDMC has prepared this Bidding Document to outsource the repairing of Generator John Deere 110 KVA

All Specialized firms/ companies complying with criteria given in this document are eligible for this bid, hereafter referred to as Bidders.

Prospective bidders must ensure submission of all required documents indicated in this tender document. Bids received without, undertakings, valid documentary evidence, supporting documents and various requirement mentioned in the tender document or test certificates will be rejected at the initial stage. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the bidders for scrutiny. It is intimated that no objection/revisions/supplements shall be entertained regarding the terms and conditions of the Bidding Document submitted by the bidder.

## **Applicability of Punjab Procurement Rules, 2014**

This Bidding Process will be governed by Punjab Procurement Regulatory Authority Act of 2009, PPRA Rules 2009 and Latest amendments in PPRA Rules 2014 made there under, and any further amended from time to time.

### **1. Invitation to Bid**

#### **1.1 PPRA Rules to be followed :**

The procurement shall be completed in accordance with rule # 38(1) of Punjab procurement rules 2014; on single stage – single Envelope

### **2. Bidding Details (Instructions to Bidders)**

All bids must be accompanied by **Bid Security (Earnest Money)**, as part of bid in favor of **“FIEDMC”**. The complete bids as per required under this tender document, must be delivered to the FIEDMC OFFICE **as mentioned above** .In case the last date of bid submission falls in / within the official holidays, the last date for submission of the bids shall be the next working day

Queries of the Bidders (if any) for seeking clarifications regarding the specifications of the work must be received in writing to the FIEDMC before 5 days of closing date. Any query received after said date may not be entertained. All queries shall be responded to within due time. FIEDMC may host a Q&A session, if required, at FIEDMC premises. All Bidders shall be informed of the date and time in advance.

The bidder shall submit bids which comply with the Bidding Document. Alternative bids shall not be considered. 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 works/supplies awarded under this Bid Process will be entertained by the FIEDMC. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder.

The Bidder shall be deemed to have satisfied itself fully before Bid as to the correctness and sufficiency of its Bids for the supplies/works and price/cost quoted in the Bid to cover all obligations under this Bid Process.

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 area by the Bidder on the demand and approval of the FIEDMC will be permitted.

The Bidder should be fully and completely responsible for all the deliveries and deliverables to the FIEDMC office.

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.

The FIEDMC will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

Failure to supply required items/services within the specified time period will invoke penalty as specified in this document.

## **TERMS AND CONDITIONS OF THE TENDER**

### **3 Tender Scope**

The contractor will provide all the necessary Services in terms of the "Repair & Maintenance of Generator as mentioned in **Scope of work ( Annexure A**

### **4. Tender Eligibility/Qualification Criteria**

4.1 Eligible Bidder/Tenderer is a Bidder/Tenderer who:

- 4.1.1 Must be registered with Tax Authorities as per prevailing latest tax rules (Only those companies/firms/individuals which are validly registered with tax departments can participate.
- 4.1.2 has submitted bid for all works and bid security against estimated cost.
- 4.1.3 has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan. (Submission of undertaking on legal stamp paper is mandatory).

### **5. Tender Cost**

The Tenderer shall bear all costs / expenses associated with the preparation and

submission of the Tender(s) and the FIEDMC shall in no case be responsible / liable for those costs / expenses.

## **6. Joint Venture / Consortium**

Joint venture / Consortium is not eligible for this tender.

## **7. Amendment of the Tender Document**

7.1 The FIEDMC 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).

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

7.3 The FIEDMC may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender as per Rule of Punjab Procurement Rules, 2014.

## **8. Preparation / Submission of Tender**

8.1 **The Tender shall be in Single part.**

8.2 Proposal shall comprise the following

8.2.1 **NTN Certificate, Sales tax/PRA**

8.2.2 Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.

8.2.3 **The Financial Proposal on company/firm letterhead as per format (Annexure B).**

8.2.4 Bid Security Rs :5000/- ( Refundable) in the favor of FIEDMC.

## **9. Tender Price**

9.1 The quoted price shall be:

9.1.1 Best / final / fixed and valid until completion of all works i.e. not subject to variation / escalation;

9.1.2 Amount in Words & Figures and must be in Pak Rupees only;

9.1.3 inclusive of all taxes, duties, levies, insurance, freight, etc.

## **10. Bid Security (Earnest Money)**

10.1 The Tenderer shall furnish the Bid Security (Earnest Money) as under:

10.1.1 amounting to Rs: 5000/- of the Tender Estimated Price Rs:300,000/-

10.1.2 denominated in Pak Rupees;

10.1.4 in the form of Demand Draft / Pay Order , in the name of the FIEDMC;

10.2 The Bid Security shall be forfeited by the FIEDMC, on the occurrence of any / all of the following conditions:

10.2.1 If the Tenderer does not accept the corrections of his Total

Tender price; or

10.2.2 If the Tenderer, having been notified of the acceptance of the Tender by the FIEDMC during the period of the Tender validity, fails or refuses to furnish works in accordance with the Tender Document.

10.3 The Bid security shall be returned to the technically unsuccessful Tenderer with unopened/sealed financial bid, while the unsuccessful bidders of financial bid will be returned the Bid Security only without Financial Form.

#### **11. Tender Validity**

The Tender shall have a minimum validity period of **90 days** from the last date for submission of the Tender.

#### **12. Modification / Withdrawal of the Tender**

12.1 The Tenderer may, by written notice served to the FIEDMC, modify or withdraw the Tender after submission of the Tender, prior to the deadline for submission of the Tender.

12.2 The Tender withdrawn after the deadline for submission of the Tender and prior to the expiration of the period of the Tender validity, shall result in forfeiture of the Bid Security.

#### **13. Opening of the Tender**

13.1 Tenders shall be opened **as mentioned above** in the presence of the Tenderer(s)/Bidders/Vendors, In case the last date of bid submission falls in / within the official holidays / weekends of the FIEDMC, the last date for submission of the bids shall be the next working day.

13.2 The Tenderer's name, modifications, withdrawal, security, attendance of the Tenderer and such other details as the FIEDMC may, at its exclusive discretion, consider appropriate, shall be announced and recorded.

#### **14. Clarification of the Tender**

The FIEDMC shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Tenderer(s). No change in the price or substance of the Tender shall be sought, offered or permitted except as required to confirm the corrections of arithmetical errors discovered in the Tender. Acceptance of any such Correction is sole discretion of the FIEDMC.

#### **15. Correction of errors / Amendment of Tender**

15.1 The Tender price as determined after arithmetic corrections shall be termed as the Corrected Total Tender Price which shall be binding upon the tenderer.

15.2 No credit shall be given for offering delivery period earlier than the specified period.

#### **16 Rejection / Acceptance of the Bid**

16.1 The FIEDMC shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all work(s) and item(s) without any change in unit prices or other terms and conditions, at the time of order placement. The FIEDMC may cancel/reject all bids or proposals at any time prior to the



acceptance of a bid or proposal. The FIEDMC shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds. The FIEDMC shall incur no liability, solely, by virtue of its invoking Punjab Procurement Rules, 2014 towards the bidders. However, bidders shall be promptly informed about the rejection of the bids, if any (As per Punjab Procurement Rules, 2014).

**17. Acceptance Letter**

As per Punjab Procurement Rules 2014, the FIEDMC shall issue the Acceptance Letter/Purchase order to the successful Tenderer, at least after 10 days of announcement of bid evaluation reports and prior to the expiry of the original validity period or extended validity period of the Tender.

**18. Payment**

- 18.1 The Vendor shall submit request for Payment, to the FIEDMC. The Application for Payment shall: be accompanied by such invoices, receipts etc.
- 18.2 The FIEDMC shall pay the amount verified within Ten days (10). Payment shall not be made in advance and against partial delivers. The FIEDMC shall make payment for the work carried out, as per Government policy, in Pak Rupees, through cheque.
- 18.3 All payments shall be subject to any and all taxes, duties and levies applicable under the laws of Pakistan.

**19. Performance Security**

FIEDMC retains the bid security of the successful bidder as Performance Security till the completion of works/final payment.

**20. Forfeiture of Performance Guarantee**

- 20.1 The Performance Security of Successful bidder and shall be forfeited by the FIEDMC,
  - 22.1.1 If the Contractor fails / delays in performance of any of the obligations, under this Tender Document/contract violates any of the provisions / commits breach of any of the terms and conditions of this tender document, the FIEDMC may, without prejudice to any other right of action / remedy it may have, forfeit Performance Security of the Contractor.
- 20.2 Failure to carried out the work and supply of required items within the specified time period , Performance Security amount will be forfeited and the company will not be allowed to participate in future tenders as well.
- 20.3 Performance guarantee shall be retained till the completion of contract.

**21. Taxes and Duties**

The Contractor shall be entirely responsible for all taxes, duties and other such levies imposed make inquiries on taxes to the concerned authorities of Income Tax and Sales Tax Department/ PRA, Government of Pakistan.

**Scope of Work**

1. Complete 4 cylinder John Deere 110KVA Engine Overhauling including Engine parts ( ring, piston and sleeve complete set ,main began set ,connecting rod bush, Cam bush, Jan kit complete, timing oil seal, complete valves set, thrust washer set, engine oil ,fuel &oil filter etc)
2. Complete engine Lathe Works
3. Turbo System Repairing
4. Fuel Pump & Nozzle Service/Repairing
5. New Radiator Tanks (02)
6. Self-Starter Repairing
7. Oil Pump
8. All Labor works



**Annexure-B**

**Financial Form**

<b><u>Sr</u></b>	<b><u>Description</u></b>	<b><u>Total Amount</u></b>  <b><u>Rs:</u></b>  (inclusive of all taxes)
01	Repair & Maintenance of John Deere Generator 110 KVA	
Total Cost (in words) Rs. _____		
Total Cost (in words) Rs. _____		

**Notes to Price Table:**

1. Amount of Earnest Money Rs: \_\_\_\_\_, DD/Pay Order # \_\_\_\_\_, Bank Name: \_\_\_\_\_

Date \_\_\_\_\_

Signature of authorized person  
Name: \_\_\_\_\_

**(Company Seal)**

**Note:** No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial bid.