



**Government of Pakistan  
PAKISTAN ORDNANCE FACTORIES  
TENDER ENQUIRY**

To

M/s

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Dear Sirs,

Reference : TENDER ENQUIRY NO. 0022/DS/LP/49

DATED 02-SEP-19

You are requested to submit sealed quotations for the item(s) noted in the Schedule to the Tender. Offer should be sent duly sealed in an envelope. Please note the following instructions for filling the tender:-

**1. SUBMISSION OF TENDER**

1.1 Tender will be opened at 1130 hours on 25-09-19

at bidding Centre adjacent to Rabita Hall, POF Wah Cantt. and must reach at below mentioned address before **30 Minutes** of opening time. The tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring a letter of authority from you.

1.2 Only one tender should be included in one envelope. The outside of the envelope should be inscribed with:-

**Tender Enquiry No:** 0022/DS/LP/49  
**Tender to be opened on:** 25-SEP-19

**BID CENTRE ADJACENT TO RABITA HALL, POF WAH CANTT**  
**TELE #. 051-905522277 FAX #. 051-9314100, 9271400**

1.3 If envelope does not indicate reference of T.E or received late the same may be returned un-opened

1.4 Tender "By Hand" can be delivered at Bid Center, Rabita Hall, POF Wah Cantt.

**2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS AND EVALUATION.**

2.1 Case will be processed exactly as per PPRA Rules i.e. in favour of lowest evaluated bidder. **Single Stage two envelope procedure** (as per PPRA Rule 36-b) will be utilized for **open competitive bidding**. The prices should be filled in column 5 and delivery date in column 6 of the schedule to this Tender Enquiry. The undertaking should be signed at the bottom of the Schedule which shall form the Quotation. You may use a separate sheet if necessary.

2.2 For Plant and Machinery, you are required to quote in two parts:-

**Part I "Technical Offer":** It should exclusively give technical details and literatures/brochures of the offered plant, machinery and equipment; validity date; delivery schedule; and signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc.

**Part II "Commercial Offer":** It should indicate the commercial terms e.g. price, terms of payment, mode of payment, mode of supply.

Each part should be placed in a separate sealed cover. The envelopes should be inscribed with: Part I "Technical Quotation without Price" and Part II "Commercial Quotation with Price".

- 2.3 The quotation must remain valid for, at least 90 days from the date of opening of tenders.
- 2.4 The quotation should hold good for any reduced or enhanced quantities without notice.
- 2.5 In the event of non-acceptance of offer, intimation may be given to the Tenderers on their request.
- 2.6 Conditional offers or alternative offers are likely to be ignored.
- 2.7 Quotations should be based on:-

F.O.R. station of dispatch basis, i.e. delivered free on rail, inclusive of packing and forwarding charges. The stores will be booked under Military Credit Note, to be provided by the purchaser.

and/or

Free delivery at POF's stores at **WAH CANTT**

In this case Octroi duty, will be payable by the supplier.

- 2.8 Taxes and Duties etc. where applicable, must be shown separately, quoting references to Registration No. in cases of Sales Tax and relevant authority in the case of others. Offers without these clarifications and inclusive of Taxes and Duties may be ignored.
- 2.9 Taxes and duties levied on or after Tender opening date or on or after the date offer was signed and dispatched will be allowed to include in the offered rates.
- 2.10 "Suppliers will furnish a certificate, issued by Excise & Taxation deptt., that he has cleared all Professional Tax payable by him" offers received without this certificate will be rejected.
- 2.11 Suppliers will render necessary information regarding hazardous effects on environment, of the material/products supplied by them, in their quotations and shipping/dispatch documents.
- 2.12 If the requisite information is not furnished on the T.E forms or offer received is not conformity with the requirement of the T.E such offer shall be ignored.

### **3. INSPECTION**

- 3.1 Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the Suppliers in accordance with the relevant specifications.
- 3.2 Where considered necessary by the Purchaser, stores may be obtained on Warranty/Guarantee subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the Supplier at his own expense, within a specified time.

**4. TENDER FEE**

The tender must be accompanied by a non-refundable fee by means of a crossed postal order/pay order for Rs. 500/- in favour of:

DIRECTOR SERVICES

**4.1 TENDER SAMPLE**

Where required, offer must accompany tender sample., strictly according to the description and specification given in Tender Enquiry. Offer not accompanied by tender sample will NOT be entertained excepting the established and reputable firms who have either previously satisfactorily supplied the same or similar stores or have submitted an acceptable sample thereof against previous T.E.

**5. BID MONEY**

5.1 Bid Money at the rate of 2% (for registered firms) and 5% (for unregistered firms) of the quoted value should accompany the tender in the shape of Deposit at Call Receipt/Pay Order/Banker's Cheque, from a scheduled Bank drawn in favour of:-

**DIRECTOR SERVICES**

5.2 Bid Money of the unsuccessful tenderers will be returned as soon as the scrutiny of the tenders is completed. Bid Money of the successful tenderers will be retained until the contract is finalised. Bid Money will be forfeited in case the quotation is withdrawn before the expiry of its valid

5.3 State owned organizations are not required to provide Bid Money.

**6. ACCEPTANCE OF OFFERS**

6.1 POF may reject all bids or proposals at any time prior to the acceptance of a bid or proposals, but is not required to justify grounds for its rejection. POF shall incur no liability towards suppliers or contractors who have submitted bids or proposals.

**6.2 PERFORMANCE BOND**

(a) The successful bidders shall provide performance bond at the rate, prescribed by POF Board according to the value of contract, which should not exceed 10% of contract value in the form of Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee valid for 12 months (03 months extendable to 12 months in case of cloth items required by Clothing Fy.) after receipt of store in POFs on a prescribed format. The performance Bond will be in favour of CMA(POF) Wah Cantt. It will be returned on satisfactory completion of contract.

(b) If the Supplier fails to furnish the Performance Bond within the specified time, such failure will constitute a breach of the contract and the Purchaser shall be entitled to make other arrangements for purchase of the stores at the risk and expense of the Supplier.

6.3 Performance Bond from State owned organizations may be waived off at the discretion of the Purchaser.

6.4 **FAILURE TO SUPPLY THE STORES**

All deliveries must be completed by the specified date. In case of failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise, he will be entitled, at his discretion, to cancel the contract; and/or claim liquidated damages upto 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value of the particular stores which remained unsupplied either in part or in full: or, to purchase from elsewhere, the unsupplied stores at the risk and cost of the supplier.

6.5 **PAYMENT**

Payment will be made by the CMA(POF) through crossed cheque on receipt/ acceptance of stores on our prescribed bill form supported by receipt voucher on part/full supply basis.

(a) Payment of duties/Taxes including professional tax (where applicable) must be supported by proof of having paid these to concerned Govt. Taxation Deptt.

7. **SECURITY OF INFORMATION**

The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorised in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, along with the specifications, drawings etc. if any, enclosed herewith - even if you are unable to quote.

**WARNING** In case the firm abstain from making offers or fail to return/ acknowledge the tender form by the specified date on three consecutive occasions, no further tender enquiry may be issued to them and their names would liable to removed from the approved list.

Yours faithfully

**MANAGER PURCHASE SERVICES**  
for **PAKISTAN ORDNANCE FACTORIES**

## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0022/DS/LP/4902-SEP-19**(1) FOR MATERIALS** PROCUREMENT OF FILTERS FOR MISC. VEHICLES

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOR or free delivery		Delivery
				In Figures	In Words	

Indent No. 0075/LP/DS/49 Dated 22-04-2019**FOR HINO (CITILINER) BUS IJMKA MODEL: 2012**

1	OIL FILTER ECO	NO	15			
2	FUEL FILTER (P) ECO	NO	9			
3	FUEL FILTER (S) ECO	NO	9			
4	AIR FILTER (1+1) ECO	SET	9			

**FOR HINO (DUTRO) MINI TRUCK JR MODEL:2012-13**

5	OIL FILTER ECO	NO	8			
6	FUEL FILTER (P) ECO	NO	4			
7	FUEL FILTER (S) ECO	NO	4			
8	AIR FILTER ECO	NO	4			

**FOR HINO BUS AK-174 MODEL:1992-93**

9	OIL FILTER GUARD	NO	5			
10	FUEL FILTER (P) GUARD	NO	10			
11	AIR FILTER GUARD	NO	5			
12	FUEL FILTER (S) GUARD	NO	10			

**FOR HONDA (CITY/ASPIRE) CAR, MODEL: 2014**

13	OIL FILTER GEN	NO	40			
14	AIR FILTER GEN	NO	16			

**FOR HONDA CITY CAR, MODEL: 2018**

15	OIL FILTER GEN	NO	4			
16	FUEL FILTER GEN	NO	2			
17	AIR FILTER GEN	NO	2			

**FOR HONDA CITY CAR, MODEL:2006**

18	OIL FILTER GUARD	NO	4			
19	FUEL FILTER GUARD	NO	2			

## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0022/DS/LP/4902-SEP-19

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOR or free delivery		Delivery
				In Figures	In Words	
20	AIR FILTER GUARD	NO	2			
<b><u>FOR HONDA CIVIC (VTI) CAR MODEL:2005</u></b>						
21	OIL FILTER GUARD	NO	4			
22	FUEL FILTER GUARD	NO	2			
23	AIR FILTER GUARD	NO	2			
<b><u>FOR ISSUZU TRUCK (A.C VAN) MODEL:1995</u></b>						
24	FUEL FILTER (03Nos of 01 Set) GUARD	SET	3			
25	AIR FILTER (1+1) GUARD	NO	3			
26	OIL FILTER (S) for Generator GUARD	NO	4			
27	FUEL FILTER(FOR GENERATOR ) GUARD	NO	3			
28	AIR FILTER(FOR GENERATOR ) GUARD	NO	3			
29	OIL FILTER(P) GUARD	NO	4			
30	OIL FILTER(S) GUARD	NO	4			
<b><u>FOR ISUZU (MINI) TRUCK NKR MODEL:2014</u></b>						
31	OIL FILTER ISUZU GUARD	NO	39			
32	AIR FILTER ISUZU GUARD	NO	5			
33	FUEL FILTER (1+1) ISUZU GUARD	NO	23			
<b><u>FOR ISUZU BUS MT-133 200HP MODEL:2013 TO 2018</u></b>						
34	OIL FILTEER ISUZU GUARD	NO	45			
35	AIR FILTEER (1+1) ISUZU GUARD	SET	27			
36	FUEL FILTEER (P) ISUZU GUARD	NO	27			
37	FUEL FILTEER (S) ISUZU GUARD	NO	27			
<b><u>FOR ISUZU FTR (33K) TRUCK, MODEL:2004-2013</u></b>						
38	OIL FILTER ISUZU GUARD	NO	63			
39	FUEL FILTER (P) ISUZU GUARD	NO	34			
40	AIR FILTER ISUZU GUARD	NO	34			

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SCHEDULE TO TENDER NO. 0022/DS/LP/4902-SEP-19

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOR or free delivery		Delivery
				In Figures	In Words	

41 FUEL FILTER (S)  
ISUZU GUARD

NO

34

**FOR ISUZU TRUCK NPR MODEL:2015**

42 OIL FILTER  
ISUZU GUARD

NO

12

43 FULE FILTER  
ISUZU GUARD

SET

4

44 AIR FILTER  
ISUZU GUARD

NO

4

**FOR MAN CONDITIONING VAN MODEL:2016**

45 AIR FILTER ELEMENT  
GEN

NO

2

46 FILTER ELEMENT WITH RME  
GEN

NO

2

47 CAB FILTER  
GEN

NO

2

48 STEERING FILTER  
GEN

NO

2

49 ENGINE OIL FILTER ELEMENT  
GEN

NO

2

50 FILTER ELEMENT WITH SEAL  
GEN

NO

2

51 AIR DRYER  
GEN

SET

2

52 OIL FILTER (FOR GENERATOR) PART NO. 2654407  
PERKIN

NO

3

53 AIR FILTER (FOR GENERATOR) PART NO. 26510380  
PERKIN

NO

4

54 FUEL FILTER (P) (FOR GENERATOR) 834-181  
ECO PLUS

NO

4

55 FUEL FILTER (S) (FOR GENERATOR) PART NO. 265617  
PERKIN

NO

4

**FOR MAN FIRE TENDER MODEL:2016**

56 AIR FILTER ELEMENT  
GEN

NO

3

57 FILTER ELEMENT WITH RME  
GEN

NO

3

58 CAB FILTER  
GEN

NO

3

59 STEERING FILTER  
GEN

NO

3

60 ENGINE OIL FILTER ELEMENT  
GEN

NO

3

61 FILTER ELEMENT WITH SEAL  
GEN

NO

3

62 AIR DRYER  
GEN

SET

3

**FOR MERCEDES SPRINTER VAN MODEL:2004**

## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0022/DS/LP/4902-SEP-19

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOR or free delivery		Delivery
				In Figures	In Words	

63 OIL FILTER  
KOREA

NO

15

**FOR MITSUBISHI FUSO CANTER TRUCK 4D33 4214CC  
MODEL:2018**64 OIL FILTER  
GEN

NO

8

65 AIR FILTER  
GEN

NO

3

66 FUEL FILTER (P)  
GEN

NO

3

67 FUEL FILTER (S)  
GEN

NO

3

**FOR MITSUBISHI PAJERO JEEP MODEL:2008**68 OIL FILTER  
GEN

NO

5

69 FUEL FILTER  
GEN

NO

3

**FOR NISSAN (UD) BUS SP-210 MODEL:2006**70 FUEL FILTER (P)  
GUARD

NO

14

71 FUEL FILTER (S)  
GUARD

NO

7

72 OIL FILTER  
GUARD

NO

28

73 AIR FILTER (1+1)  
GUARD

NO

14

**FOR NISSAN (UD) LOADER CWM-454 MODEL:2008**74 AIR FILTER (1+1)  
GEN

SET

2

**FOR NISSAN (UD) TRUCK PKB-211 MODEL: 2003 & 2006**75 OIL FILTER  
GUARD

NO

20

76 AIR FILTER  
GUARD

NO

10

77 FUEL FILTER (P)  
GUARD

NO

6

**FOR NISSAN D/C(QD-32) MODEL:2004-2007**78 OIL FILTER  
GUARD

NO

92

79 FUEL FILTER (S)  
GUARD

NO

23

80 AIR FILTER  
LEPPON

NO

23

**FOR NISSAN URVAN AMBULANCE ZD-30 MODEL:2008**



## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0022/DS/LP/4902-SEP-19

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOR or free delivery		Delivery
				In Figures	In Words	
81	OIL FILTER GEN	NO	30			
82	AIR FILTER GEN	NO	14			
<b><u>FOR SUZUKI CULTUS CAR (EURO-II) MODEL: 2013-2014</u></b>						
83	OIL FILTER GUARD	NO	80			
<b><u>FOR SUZUKI P-UP/ VAN (EURO-II), MODEL: 2013-14</u></b>						
84	OIL FILTER GUARD	NO	80			
85	AIR FILTER GUARD	NO	40			
<b><u>FOR SUZUKI PICK UP/VAN MODEL:2008-12</u></b>						
86	OIL FILTER GUARD	NO	44			
<b><u>FOR SUZUKI POTOHAR JEEP MODEL:2005</u></b>						
87	OIL FILTER GUARD	NO	8			
<b><u>FOR TOYOTA ( ALTIS GRANDE) CAR MODEL:2017</u></b>						
88	OIL FILTER GEN	NO	8			
89	FUEL FILTER GEN	NO	4			
90	AIR FILTER GEN	NO	4			
<b><u>FOR TOYOTA AMBULANCE MODEL:2018</u></b>						
91	OIL FILTER GEN	NO	15			
92	AIR FILTER GEN	NO	9			
93	FUEL FILTER GEN	NO	6			
<b><u>FOR TOYOTA CAMRY CAR MODEL:2014</u></b>						
94	OIL FILTER GEN	NO	3			
95	FUEL FILTER GEN	NO	1			
96	AIR FILTER GEN	NO	1			
<b><u>FOR TOYOTA COASTER M-2006</u></b>						
97	OIL FILTER GEN	NO	6			

## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0022/DS/LP/4902-SEP-19

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOR or free delivery		Delivery
				In Figures	In Words	
98	FUEL FILTER (P) GEN	NO	4			
99	AIR FILTER GEN	NO	4			
100	FUEL FILTER (S) GEN	NO	4			
<b><u>FOR TOYOTA COASTER, MODEL:2014</u></b>						
101	OIL FILTER GEN	NO	12			
<b><u>FOR TOYOTA CORALLA (GLI) CAR MODEL:2007</u></b>						
102	FUEL FILTER GUARD	NO	12			
103	AIR FILTE GUARD	NO	12			
104	OIL FILTER GUARD	NO	48			
<b><u>FOR TOYOTA COROLLA (ALTIS) CAR, MODEL: 2015</u></b>						
105	OIL FILTER GEN	NO	10			
106	FUEL FILTER GEN	NO	9			
107	AIR FILTER GEN	NO	6			
<b><u>FOR TOYOTA COROLLA (GLI) CAR MODEL:2018</u></b>						
108	OIL FILTER GEN	NO	10			
109	FUEL FILTER GEN	NO	3			
110	AIR FILTER GEN	NO	3			
<b><u>FOR TOYOTA D/CABIN (STD) P-UP MODEL:2014</u></b>						
111	OIL FILTER GEN	NO	72			
112	FUEL FILTER GEN	NO	36			
113	AIR FILTER GEN	NO	36			
<b><u>FOR TOYOTA D/CABIN (VIGO) P-UP MODEL:2014</u></b>						
114	OIL FILTER GEN	NO	24			
115	FUEL FILTER GEN	NO	12			
116	AIR FILTER GEN	NO	12			
<b><u>FOR TOYOTA DOUBLE CABIN (REVO) P-UP MODEL:2017</u></b>						

## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0022/DS/LP/4902-SEP-19

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOR or free delivery		Delivery
				In Figures	In Words	
117	OIL FILTER GEN	NO	24			
118	AIR FILTER GEN	NO	12			
119	FUEL FILTER GEN	NO	6			
<b><u>FOR TOYOTA HIACE (DUAL) VAN MODEL:2013</u></b>						
120	OIL FILTER GEN	NO	12			
121	FUEL FILTER GEN	NO	4			
122	AIR FILTER GEN	NO	4			
<b><u>FOR TOYOTA HIACE (HIGH ROOF)3.0L, MODEL:2014</u></b>						
123	OIL FILTER GEN	NO	6			
124	FUEL FILTER GEN	NO	12			
125	AIR FILTER GEN	NO	6			
<b><u>FOR TOYOTA LAND CRUISER JEEP (V-8) MODEL:2016</u></b>						
126	OIL FILTER GEN	NO	8			
127	FUEL FILTER GEN	NO	4			
128	AIR FILTER GEN	NO	4			
<b><u>FOR TOYOTA S/CABIN P-UP Model:2012-2014</u></b>						
129	AIR FILTER GEN	NO	30			
130	OIL FILTER GEN	NO	60			
131	FUEL FILTER GEN	NO	15			

(2) For Plant & Machinery:  
Specification:-

**(3) Special Conditions**

- 1 Indicate the Model, Name of the Manufacturer, Country of Origin and also provide the Technical Brochure of the Material/Products being offered.
- 2 Breakdown of rates be given showing price and sales tax separately otherwise rates will be consider inclusive of GST.
- 3 Quotation may be submitted if you are registered with sales tax department. Only registered suppliers (with Sales Tax & Income Tax Dept), who are on Active Taxpayers List (ATL) of FBR are eligible to supply goods/services to Govt. Deptt. if any registered supplier is not in ATL, his payment would be stopped till he files his mandatory returns and appears on ATL of FBR. Sales Tax Registration number may also be indicated in your offer.

## PAKISTAN ORDNANCE FACTORIES

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4 Govt. & Semi Govt. departments detailed in para 8 of CBR letter No.1/10-stb/98 dt.12-06-98 are not required to be registered since they are not involved in any taxable activity. So registered supplier shall pay sales tax at the standard rate i.e. 17%.

5 The supplier will provide the requisite CDR alongwith the complete Mailing Address, Telephone No, Fax No, E-Mail and branch code of the issuing bank and in addition for Distt./Zonal office of the same bank.

(6) It is requested to please quote in two parts (Technical & Commercial) as per clause No.22 of our TE, otherwise, your offer will be rejected.

**(4) Undertaking**

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of General Conditions of Contract embodied in Form POF 1281, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and POF will have the right to purchase the stores/services elsewhere at our risk and cost.

Place _____	Signature of the Tenderer _____
Date _____	Name _____
_____	Position _____
_____	Address _____
	Income Tax G.I.R. No _____
	Official Stamp _____