



**GOVERNMENT OF PAKISTAN  
PAKISTAN ORDNANCE FACTORIES  
TENDER ENQUIRY**

To

Dear Sirs,

Reference: Tender Enquiry # **Wah-1800-12-WM-D.O (X)** Dated **17<sup>th</sup> February 2021**

You are requested to submit quotations for the items 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 Tenders will be opened at **1100** hours on **25<sup>th</sup> March 2021** and must reach as per address given below on or before **1030** Hours upto due date. 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: **Wah-1800-12-WM-D.O (X)**
  - Tender to be opened on: **25<sup>th</sup> March 2021**
  - Address as follows: - **Bid Center, CR Section, C-04 Building,  
POF Wah Cantt  
Tele: 0092-51-9055-29201  
Fax: 0092-51-9271400**
- 1.3 The bids received in factories may not be entertained.
- 1.4 If envelope does not indicate reference of T.E or received late the same may be returned un-opened.

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

- 2.1 Case will be processed exactly as per **PPRA Rules 36(b)** in favour of lowest evaluated bidder and single stage two envelope procedure will be utilized for open competitive bidding. The price 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 machine; validity date; delivery schedule; and signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc. **Only confirmation regarding submission of Bid Money shall be notified with technical proposal.**

**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."**

The commercial offer shall include;

- Price of each type of Washing Machine.
- Price of documentation.
- Total Price.

2.3 The quotation must remain valid for, at least 90 days from the date of opening of commercial tenders, which is extendable.

2.4 The quotation should hold good for any reduced 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 / Road, 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 Gate # 6, Explosive Factory. In this case octori duty will be payable by the supplier.**

2.8 **Taxes and Duties etc. where applicable, must be shown separately, quoting reference to Registration No. in cases of Sales Tax and relevant authority in the case of others. Offer 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 provided that clause 2.8 has been conformed properly.

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 materials/products supplied by them, and material Safety Data Sheet (MSDS), 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.

2.13 Special Conditions must be carefully studied and conformed.

### 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.
- 3.2 Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the Suppliers in accordance with the relevant specifications.
- 3.3 The Inspection will take place in following manner;
  - i. The machines shall be new.
  - ii. Checking that machines confirm the contracted design & specifications.
  - iii. Verification that equipment conforms to the ordered specifications. In this regard, the team will check the test certificates of the relevant items.
  - iv. Operational functional testing.

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 Managing Director (X) POFs Wah Cantt.

#### 4.1 **TENDER SAMPLE**

Where required, offer must a company 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 Security**

- 5.1 Bid Security at the rate of **02%** (for firms **registered** with POF) and **05%** (for **un-registered** firms) of the quoted value, should accompany the tender in the shape of Call Deposit Receipt/Pay Order/Banker's Cheque, from a scheduled Bank drawn in favour of:-

**"Managing Director - Explosives"**

**Tenders received without / less Bid security will be rejected.**

- 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 finalized. Bid Money will be forfeited in case the quotation is withdrawn before the expiry of its validity date.
- 5.3 State owned organizations are not required to provide Bid Money.

### 6. **ACCEPTANCE OF OFFERS**

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.

### 7. **WARRANTY/GUARANTEE:**

- 7.1 The stores will be accepted on SELLER's Warranty/Guarantee with regard to quality and quantity subject to these being technically checked / tested where necessary and accounted for on arrival at Consignee's ware-house. The SELLER will render Warranty/Guarantee certificate in-duplicate to the BUYER on the (Annexure "B") Proforma as soon as stores have been dispatched / delivered. This Warranty / Guarantee shall be binding on the supplier for a period of 12 (twelve) months reckoning from the date of successful final acceptance test of the washing machines.

7.2 In case the stores on checking/test after receipt at the BUYER's factory are found not conforming strictly to the relevant specification and other particulars, or found broken during transit, the SELLER shall immediately replace the rejected/ broken store by acceptable stores free of cost and without any obligation to the BUYER. Rejected / broken stores shall be disposed by the SELLER under his own arrangements. The SELLER will warrant the good quality of all equipment supplied against all defects or failures due to faulty design, material or workmanship.

8. **PERFORMANCE BOND**

8.1 The successful bidders shall provide Performance bond within 30 days after issuance of letter of intent (LOI) at the rate of 10% of the total contract value, in the form of a Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee valid for 12 months after receipt, commissioning and Final Acceptance Test of the Washing Machines in POFs on a prescribed format (Annexure "C"). The Performance Bond will be in favour of C.M.A. POF Wah Cantt. It will be returned on satisfactory completion of the contract.

8.2 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.

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

9. **FAILURE TO SUPPLY THE STORES**

All deliveries must be completed by the specified date. If the 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 02% but not less than 01% 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.

10. **PAYMENT TERMS**

a. 100% payment will be made by the C.M.A (POF) through crossed cheque on receipt, commissioning and successful Final Acceptance Test of the Washing Machines on our prescribed bill form supported by receipt voucher on full supply basis.

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

12. **DOCUMENTS:**

04 sets of relevant technical documents in English Language will be provided by supplier.

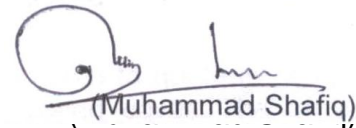
11. **SECURITY OF INFORMATION**

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 authorized 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 be liable to remove from the approved list.

Yours faithfully,



(Muhammad Shafiq)

for **PAKISTAN ORDNANCE FACTORIES**

Office Tel. # **0092-51-905529201**,

Fax # **0092-51-9271400**

E-mail: [mdexp@pof.gov.pk](mailto:mdexp@pof.gov.pk)

**PAKISTAN ORDNANCE FACTORIES**

Schedule to **TENDER ENQUIRY # Wah-1800-12-WM-D.O (X)**, Dated 17-02-2021.

Dated **17<sup>th</sup> February 2021** to be opened on **25<sup>th</sup> March 2021**.

**For Plant and Machinery.**

1	2	3	4	5		6
Item No	Description with Spec etc.	A/U	Qty	Price Rs.		Delivery Date
				In Figures	In Words	
1.	<b>Washing Machines</b> (Industrial) Capacity 100 KG <b>Horizontal Drum</b> (Technical Specification attached as Annexure "A")	No.	02			

- 2) **Special Conditions and evaluation Criteria.**
- i) **Rate and sales tax** must be shown separately. Otherwise your quoted rates will be considered inclusive of all taxes.
  - ii) Offer without / less Bid Security will not be considered.
  - iii) **Date and stamp** of the postal order must be visible.
  - iv) PTC should be obtained from Punjab Government.
  - v) Only **one rate** should be quoted on the tender schedule. Otherwise offered item having multiple rates may be rejected.
  - vi) Undertaking must be signed.
  - vii) As per T.E clause, 2 .2 you are required to quote in two parts, each part should be placed in a separate sealed cover. The envelop should be inscribed with: Part I "**Technical Quotation**" without price" and Part II "**Commercial quotation**" with price."
  - viii) Status of your firm with POF (Registered/Un-Registered) should be mentioned in your offer.
  - ix) Registered firms are required to provide copy of valid registration letter with POF.
  - x)
    - a. Only registered suppliers (with Sales Tax & Income Tax deptt) who are on Active Taxpayers List (**ATL**) of FBR are eligible to supply goods/services to Govt. Deptts.
    - b. The payment to registered persons may be linked with the active taxpayer status of the suppliers as per **FBR** database. If any registered supplier is not in ATL his payment should be stopped till his mandatory returns and appears on **ATL of FBR**.
  - xi) Based upon the information being provided by the firms, only those firms will be awarded contract(s) who fulfill all the T.E. requirements.
  - xii) Case will be processed and contract will be awarded to the firm(s) who will fulfill the evaluation criteria as **per PPRA** Rules.
  - xiii) Grand Total of offer must be mentioned in your quotation.
  - xiv) **Delivery Period:** Within 02 months after issuance of formal contract.
  - xv) **REFERENCE LIST:** Provisioning of list of similar machines which have been provided to different customers.
  - xvi) **Final Acceptance Test:** Successful trial test of the machine for one week (continuous) with the requisite washing materials.

(3) **Undertaking**

Should our offer be accepted, we hereby undertake to supply the store/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 store/services elsewhere at our risk and cost.

Place

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of the Tenderer

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Address

\_\_\_\_\_  
Income Tax G.I.R No.

\_\_\_\_\_

TENDER ENQUIRY NO. Wah-1800-12-WM-D.O (X), Dated -02-2021.

**TECHNICAL SPECIFICATION**

1. **NOMENCLATURE**            **WASHING MACHINES (INDUSTRIAL)**
  2. **QUANTITY**                    **02 Nos.**
  3. **MAIN FEATURES OF THE EQUIPMENT**
- 3.1 **Washing Machines (Industrial), Qty. 02 Nos.**

Sr. #	Description	Specification		
a.	<b>Washing Machines (Industrial)</b>	<b>Capacity</b>	=	<b>100 KG Horizontal Drum</b>
b.	<b>Material</b>	<b>Outer Drum</b>	=	Mild Steel / Stainless Steel
		<b>Inner Drum</b>	=	Stainless Steel AISI grade 304/316 (lifter in inner drum is made of stainless steel which provide consistent lift to garments)
		Fully automatic panel box		
		Calibrated level indicator use to control water level		
		Highly suitable for cotton & woolen clothes		
		Consisting of compact body (resistant to rust)		
		All parts (Mild Steel / Stainless steel) painted / polished		
		High quality inner and outer surface plate is use which is smooth, corrosion proof and prevent the damage to fabrics		
		Safety locking apparatus and electrical inter locking apparatus should be installed		
		Washing time should be controllable with automatic programmable controlling device.		
		Energy saving and consume less power.		
		Large drainage mouth for quick drainage.		
		Operation is done via worm reduction gear and well designed pulleys engineered n premium grade cast iron, good quality belt also to be provided.		
		The inner drum mounted on a heavy duty roller bearing is supported to shaft, this gives a noise free performance during washing.		



**WARRANTY / GUARANTEE CERTIFICATE**

**Firm's Name** \_\_\_\_\_

**Contract No.** \_\_\_\_\_ **DATE** \_\_\_\_\_

1. We hereby guarantee that the goods supplied against the above contract are in all respect in accordance with the relevant specifications and terms of the contract and that the materials used, whether or not of our manufacture, are in accordance with the latest approved standard specifications complete, are of good workmanship / quality throughout, and that we shall replace free of cost, every article or part thereof which before use or in use, shall be found defective, or not within the limits and tolerance of specification requirements, 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 the period specified by the Purchaser, we will refund the relevant cost.

3. The Warranty / Guarantee will remain valid for 12 months reckoning from the date of successful final acceptance test of the Washing Machines.

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Status in the Firm \_\_\_\_\_  
Dated \_\_\_\_\_

**BANK GUARANTEE FOR PERFORMANCE ON  
JUDICIAL STAMP PAPER OF Rs.100/- OR AS  
SUITABLE TO THE ACCOUNT OF BG.**

- i) Contract No. \_\_\_\_\_ Date \_\_\_\_\_
- ii) Name of Firm/Contractor \_\_\_\_\_
- iii) Address of Firm/Contractor \_\_\_\_\_
- iv) Name of Guarantor \_\_\_\_\_
- v) Address of Guarantor \_\_\_\_\_
- vi) Amount of Guarantee Rs. \_\_\_\_\_  
( \_\_\_\_\_ )  
(in Words)
- vii) Date of Expiry of Guarantee \_\_\_\_\_

To: **The President of the Islamic Republic of Pakistan**  
Through the **CMA POF WAH CANTT.**

Sir,

1. Whereas your good self have entered into Contract No. \_\_\_\_\_  
dated \_\_\_\_\_ with Messrs \_\_\_\_\_  
(Full Name and Address)  
hereinafter referred to as our customer and that one of the conditions of the contract is the  
submission of unconditional Bank Guarantee by our customer to your good self for a sum of  
Rs. \_\_\_\_\_ Rupees/FE(as applicable) \_\_\_\_\_
2. In compliance with this stipulation of the contract, we hereby agree and undertake as under:
- a) To pay you unconditionally on demand and / or without any reference to our  
customer and amount not exceeding the sum of Rs. \_\_\_\_\_ Rupees or FE  
(as applicable) \_\_\_\_\_ as which be mentioned in  
your written Demand Notice.
- b) To keep this Guarantee in force till \_\_\_\_\_
- c) That the validity of this Bank Guarantee shall be kept One clear year ahead of the  
original/extended delivery period or the warrantee of the stores which so ever is later  
in duration on receipt of information from our customer i.e.  
M/s \_\_\_\_\_  
or from your office. Claim, if any must be duly received by us on or before this day. Our  
liability under this Bank Guarantee shall cease on the closing or banking hours on the  
last date of the validity of this bank Guarantee. Claim received thereafter shall not be  
entertained by us whether you suffer a loss or not. On receipt of payment under this  
guarantee, this document i.e. Bank Guarantee must be clearly cancelled, discharged  
and returned to us.
- 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 is 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