



GOVERNMENT OF PAKISTAN  
PAKISTAN ORDNANCE FACTORIES  
TENDER ENQUIRY

To

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Dear Sirs,

Reference: - TENDER ENQUIRY NO. 3521-2-4-50-Capt-Pur-AA, dated 08-02-2021

You are requested to submit sealed quotations for the item noted on the Schedule to the Tender. Please note the following instructions for filling the tender:-

1. **SUBMISSION OF TENDER**

- 1.1 Tenders will be opened at 1200 hours on 18-3-2021 and must reach this office on or before that 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: 3521-2-4-50-Capt-Pur-AA, dated 08-02-2021

Tender to be opened on: 18-3-2021

Address as follows:-

**Managing Director**  
**Artillery Ammunition Factory**  
**Pakistan Ordnance Factories,**  
**Wah Cantt, Pakistan.**  
**Fax : 051-9314100 & 051-9271400**  
**Email : [mdaa@pof.gov.pk](mailto:mdaa@pof.gov.pk)**

- 1.3 If envelope do not indicate reference of TE or received late, the same will be returned un-opened.

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

- 2.1 For materials, 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.

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- 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 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.
- 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, 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 Pre-delivery inspection / acceptance of the machine at supplier's premises will be conducted by PDI Team comprising of POF personnel.
- 3.2 The supplier will provide Warranty / Guarantee Certificate of the machine, equipment & accessories which will be valid for a period of 12 x months after successful installation & commissioning of the machine.

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 Admin POFs Wah Cantt.

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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 General Manager concerned purchase.

Tenders received without Bid Money 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**

6.1.1 The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

6.1.2 Procuring agency shall incur no liability, solely by virtue of its invoking sub-rule (1.1) towards suppliers or contractors who have submitted bids or proposals.

6.1.3 Notice of the rejection of all bids or proposals shall be given promptly to all suppliers or contractors that 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 shall not exceed 10% of contract value, in the form of a Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee valid for 12 x months after receipt of machine in POFs on a prescribed format. The same will be got extended upto 12 x months after successful installation & commissioning of the machine accordingly. The Performance Bond will be in favour of C.M.A. POF Wah Cantt.

(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. 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 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

- i. 100% payment will be made by the CMA (POF) through crossed cheque on receipt of machine, inspection & installation, commissioning, satisfactory completion of trial run of the machine and successful production of acceptable quality of briquettes at purchaser premises on our prescribed bill form supported by receipt voucher against the following certificates:-
  - a. Pre-delivery Inspection (PDI) Acceptance Certificate jointly signed by firm's Engineer(s), PDI Team & countersigned by MD-AA.
  - b. Commissioning Certificate & Final Acceptance Test Certificate jointly signed by firm's Engineer(s), User of the machine & countersigned by MD-AA.
- ii. 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 authorized in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, alongwith 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,

**(Waqas Ahmad)**  
**Managing Director-AA**  
For and on behalf of the President  
of Islamic Republic of Pakistan

**PAKISTAN ORDNANCE FACTORIES**SCHEDULE TO TENDER NO. 3521-2-4-50-Capt-Pur-AA, DT. 08-02-2021(1) **FOR PLANT AND MACHINERY**

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs etc.	Unit	Qty.	Price Per Unit (FOB Value)		Delivery Date
				In Figures	In Words	
1	Saw dust screw type briquetting machine for producing briquettes/blocks of saw dust. Output of the machine: 250 to 300 ton saw dust should be consumed per annum by producing briquettes/blocks.	Nos.	01			

- (2) Specifications: Enclosed as Annexure-'A & B'  
(3) Special Conditions: Enclosed as Annexure-'C'  
(4) Tech. Comparison: Enclosed as Annexure-'D'

Note:- **SINGLE STAGE-TWO ENVELOPE PROCEDURE:**

- i. The bid shall comprise a single package containing two envelopes. Each envelope shall contain separately the technical and financial proposal.
- ii. The envelope shall be marked as "Technical Proposal" & "Financial Proposal" in bold and legible letters to avoid confusion.
- iii. Initially, only the envelope marked "Technical Proposal" shall be opened.
- iv. The envelope marked as "Financial Proposal" shall be retained in the custody of Bid Centre.
- v. During the technical evaluation, no amendments in the technical proposal shall be permitted.
- vi. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.

(5) **UNDERTAKING:**

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of Conditions of Contract embodied in Form POF 1282, 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 \_\_\_\_\_  
Date \_\_\_\_\_

Signature of Tenderer \_\_\_\_\_  
Name \_\_\_\_\_  
Position \_\_\_\_\_  
Address \_\_\_\_\_  
Income Tax G.I.R No. \_\_\_\_\_

## SPECIFICATION

**1. Nomenclature & Description:**

Saw dust screw type briquetting machine for producing briquette/ blocks of saw dust

**2. Quantity:**

01 off

**3. Technical Requirements of machine:**

The machine will be used for producing briquettes/ blocks of saw dust. It should include complete setup i.e. from lifting saw dust out of the dump till production of blocks/briquettes.

S. No	Components to be produced		Output of the machine
	Drawing No.	Nomenclature	
01	SK/E-1743 (enclosed as Annex-'B')	Saw dust Block/Briquette	250 to 300 ton saw dust should be consumed per annum by producing blocks/ Briquettes

**4. Machine Control:**

Machine must consist of automatic star/delta starter with reverse/forward option and a temperature controller and contactor with overload protection.

**5. Machines Features:**

Sr. No	Feature(s)	Unit	Parameters
i.	Motor Power	KW	10-15 kw
ii.	Electric Heater	KW	2-5
iii.	Heating Range	<sup>o</sup> c	280-350
iv.	Life of the inner former	year	2
v.	Density of Briquettes	T/m <sup>3</sup>	1.3 Approx
vi.	Diameter of briquettes	mm	50-75 mm
vii.	Input Raw material size	mm	2-10
viii.	Raw material mixture Range	%	8-18
ix.	Output capacity	Kg/h	180-210
x.	Total weight of machine	Kg	Standard
xi.	Machine dimensions	mm	Standard
xii.	Colour of machine	-	Green –RAL 6011

**6. Accessories:**

Complete tool kit with standard spanners, allen keys etc.

**7. Spares:**

Essential maintenance and operational spares shall be required as per following quantities in Nos.:-

i.	Temperature controller	=	02
ii.	Heaters	=	02
iii.	Starter/ contactors	=	05
iv.	Timers	=	02
v.	Push button ON/OFF	=	06
vi.	Limit switches	=	03
vii.	Load relay	=	02
viii.	Thermo couple	=	02
ix.	Inner former	=	06
x.	Lead screws	=	03

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**8. Documentations:**

Literature in English language must be inclusive but not limited to:-

- i. 04 x sets of operating manuals
- ii. 04 x sets of maintenance manuals
- iii. Details of electric schematics
- iv. Complete data of machine

**9. Site Conditions & Available Services:**

- i. Electricity 400 Volts, 50 Hz, Three Phases
- ii. Electricity 220 Volts, 50 Hz, Single Phase
- iii. Steam 05 Bar
- iv. Compressed air pressure 6 Bars (Max.)
- v. Temperature:
  - Winter -5 to + 20 °C
  - Summer 30 to 50 °C
- vi. Relative Humidity 25 to 90%
- vii. Earthquake Value 7.5 on Richter scale

} ± 5 % in normal conditions  
} ± 10 % in contingency conditions

**10. First Filling of Lubrication Oil:**

First filling of lubrication oil during Inspection, training & trial run at purchaser's premises will be ensured by the supplier.

**11. Safety:**

Safety standards of machine should conform to IEC 60204-1 (Safety of machinery) or other equivalent international machine safety standards. The equipment should be earthed as per latest earthing standards. System should be safe to handle spikes and transient power surges.

**12. Training and Pre-Delivery Inspection (PDI):**

- i. The supplier will provide training to POF personnel at no additional cost to 03 men for 01 x week on machine in the field of operations of machine, inspection, mechanical, electrical and electronic maintenance of machine at supplier's and its sub-contractor's premises.
- ii. Pre-delivery Inspection / acceptance of the machine at firm's premises will be conducted by the same team deputed for training.
- iii. Boarding & lodging and transportation in respect of training & PDI teams would be the responsibility of the supplier.
- iv. During stay on site at purchaser's works, supplier's engineers shall train the concerned Production, Maintenance and Instruments personnel for satisfaction & safe use of machine.

**13. Installation & Commissioning:**

- i. The machine shall be installed by the supplier. Needed manpower and services will be provided by POF.
- ii. The machine shall be commissioned and trial production shall be carried out by supplier's engineers. Purchaser shall provide required number of operators and technicians for the commissioning and trial production of the machine.
- iii. The supplier is to indicate his total engineers / technicians required for installation, commissioning and trial production of the machine. Terms and conditions are to be stated clearly. All expenses, including boarding & lodging, air travel and daily allowances of the Engineers / Technicians are to be borne by the Supplier. Local transportation shall be arranged by the purchaser. The supplier is to indicate the time schedule for the completion of whole project.

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- iv. The oil and process lubricants required during 1<sup>st</sup> year of machine operation shall be supplied by the supplier.
- v. In case the machine could not be commissioned by the OEM, the same will be commissioned by utilizing local available expertise at the risk and cost of the OEM.

**14. Acceptance test:**

Acceptance test will be performed at purchaser premises. This test will be carried out with the technical assistance of the supplier and will comprise successful production of acceptable quality of briquettes.

**15. Payment Terms & Conditions:**

- ii. 100% payment will be made by the CMA (POF) through crossed cheque on receipt of machine, inspection & installation, commissioning, satisfactory completion of trial run of the machine and successful production of acceptable quality of briquettes at purchaser premises on our prescribed bill form supported by receipt voucher against the following certificates:-
  - a. Pre-delivery Inspection (PDI) Acceptance Certificate jointly signed by firm's Engineer(s), PDI Team & countersigned by MD-AA.
  - b. Commissioning Certificate & Final Acceptance Test Certificate jointly signed by firm's Engineer(s), User of the machine & countersigned by MD-AA.
- iii. The successful bidders shall provide Performance bond at the rate, prescribed by POF Board according to the value of contract which shall not exceed 10% of contract value, in the form of a Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee valid for 12 x months after receipt of machine in POFs on a prescribed format. The same will be got extended upto 12 x months after successful installation & commissioning of the machine accordingly. The Performance Bond will be in favour of CMA POF Wah Cantt.
- iv. Delay penalty will also be imposed @ 2% per month of contracted value for the delayed despatched to purchaser, installation & commissioning of machine and production run of the machine beyond the schedule date of final acceptance and will be deducted from balance payment connected with production run.

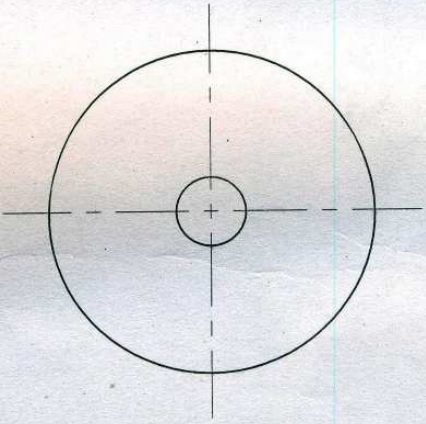
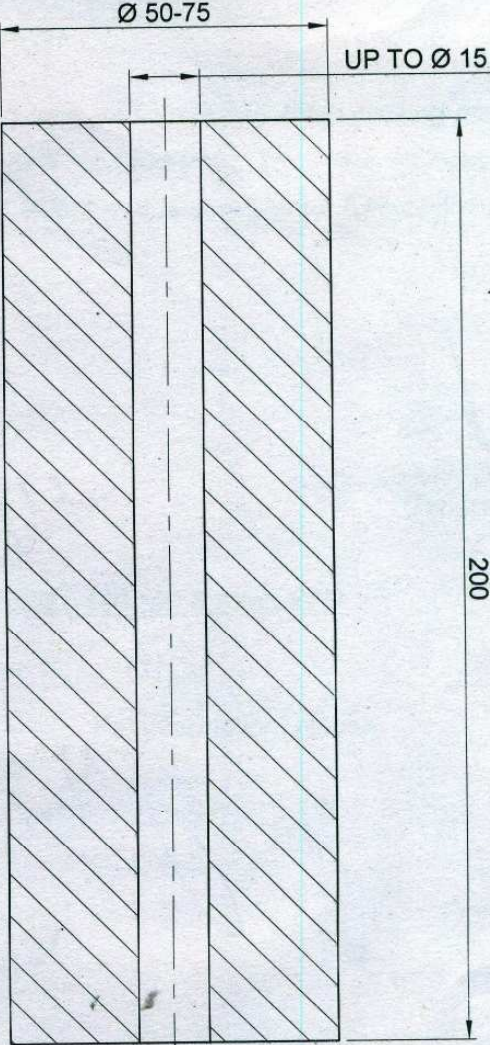
**16. Delivery Schedule:**

Machine will be supplied within 06 months after placement of contract. However, the same can be negotiated.

**17. Dispatch of needed materials & Inspection Gauges:**

Saw dust required to be compacted during training will be supplied by the purchaser along with necessary spare parts.





SAW DUST BLOCK / BRIQUETTES

SK/E-1743

**SPECIAL CONDITIONS**

**a) TO BE FULFILLED AT THE TIME OF BIDDING / REPLY OF TENDER ENQUIRY**

- i. OEM/authorized suppliers with company profile/brochure.
- ii. Performance of such type of machine supplied to various customer.
- iii. Backup service in Pakistan.
- iv. Item wise price of machine, equipment & accessories alongwith Electrical, Electronic and Mechanical Spare Parts should be quoted as part of commercial offer (Part-II). Essential maintenance & operational spares shall be supplied and ensure backup support for provisioning of spares for 10 years.
- v. Reference Column 2.2 of Tender Enquiry Form No. 1262-A, any indication whatsoever of the price in Part-I of the quotation will render it invalid and void.
- vi. The supplier must fill in the Proforma of Technical Comparison enclosed as Annexure-'D' to the specifications and submit alongwith the offer for our instant evaluation of the offer and enclose it alongwith Technical Offer.
- vii. The supplier will provide necessary brochures and technical literature alongwith Part-I of the offer (Technical Offer).
- viii. POF shall deal directly with the manufacturer / supplier of the machine. In case of manufacturer / supplier chooses to have a agent, payment of agent's commission etc., shall be supplier's responsibility and shall not be included in the price quoted in Part-II of the offer (Commercial Quotation).

**b) CONDITIONS TO BE PART OF FORMAL CONTRACT AND MAY BE KEPT IN VIEW BEFORE BIDDING**

- i. 100% payment will be made by the CMA (POF) through crossed cheque on receipt of machine, inspection & installation, commissioning, satisfactory completion of trial run of the machine and successful production of acceptable quality of briquettes at purchaser premises on our prescribed bill form supported by receipt voucher against the following certificates:-
  - a. Pre-delivery Inspection (PDI) Acceptance Certificate jointly signed by firm's Engineer(s), PDI Team & countersigned by MD-AA.
  - b. Commissioning Certificate & Final Acceptance Test Certificate jointly signed by firm's Engineer(s), User of the machine & countersigned by MD-AA.
- ii. Item wise price of machine, equipment & accessories alongwith Electrical, Electronic and Mechanical Spare Parts should be quoted as part of commercial offer (Part-II). Essential maintenance & operational spares shall be supplied and ensure backup support for provisioning of spares for 10 years.
- iii. The machine will be installed & commissioned at POF by the supplier's Engineer(s) and trial production shall be carried out by the supplier's Engineers. Boarding & Lodging expenses of the commissioning engineer(s) during their stay at POF will be borne by the supplier of the machine.

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- iv. Four sets of documentation in English language inclusive of operating & maintenance manuals, details of electric schematics and complete data of machine are required to be provided with the machine. These manuals must include comprehensive instructions regarding Operation and Maintenance containing detailed Electrical, Electronic, Pneumatic and Hydraulic Diagrams / Assy. & Sub-Assy. drawings in so far these are related to maintenance of the machine supplied. The maintenance manuals may also include planned preventive maintenance program based on number of Operating Hours or Time Span.
- v. The manufacturer / supplier will ensure supply of Foundation Drawings and Installation manual to the consignee at least two months before despatch of the machine.
- vi. The manufacturer / supplier will train at his premises 03 x POF Personnel for 01 x week, free of cost. The training will include operations of machine, inspection, mechanical, electrical and electronic maintenance of the machine.
- vii. Pre-delivery Inspection / acceptance of the machine at firm's premises will be conducted by the same team deputed for training. Boarding & lodging and transportation in respect of training & PDI teams would be the responsibility of the supplier.
- viii. The manufacturer/supplier will provide Warranty / Guarantee Certificate of the machine & accessories alongwith the accepted copies of the contract which shall remain valid for a period of 12 x months after successful installation & commissioning of the machine at POF, Wah Cantt.
- ix. The manufacturer/supplier will provide performance bond @ 10% of the contract value in the form of a Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee valid for 12 x months after receipt of machine in POFs on a prescribed format. The same will be got extended upto 12 x months after successful installation & commissioning of the machine accordingly.
- x. The spare parts will be properly tagged with Part No. / Serial No. for identification.
- xi. The machine must include complete tool kit with standard spanners, allen keys etc. for running and planned maintenance.
- xii. The manufacturer/supplier will undertake regarding availability & provisioning of Mechanical, Electrical & Electronic Spare Parts for 10 x years maintenance after commissioning of the machine as and when required by POF. The undertaking shall be furnished by the firm in the shape of a certificate to be issued on the letter head of the firm alongwith the accepted copies of the contract (to be returned to the buyer).
- xiii. POF will hold no responsibility for any damage occurred during transportation of the consignment.
- xiv. The supplier will provide on letter head duly signed and stamped declaration of fees, commissions & brokerage etc. alongwith the accepted copies of the contract.

Signature of the Supplier:

Name \_\_\_\_\_

Status in the Firm \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Place \_\_\_\_\_

Date \_\_\_\_\_

**TECHNICAL COMPARISON**  
(TO BE FILLED BY SUPPLIER)

<b>SR. #</b>	<b>TENDER SPECIFICATIONS</b>	<b>OFFERED SPECIFICATIONS WITH REFERENCE TO PAGE NO. OF QUOTATION</b>