



Exchange No: 37169500-1

Fax No: 37169524

FAUJI FOUNDATION
PAKISTAN

Trust Created Under the Charitable Endowment, Act, 1890
For the Benefit of Ex servicemen and their Families

Zonal Procurement Office
Fauji Foundation Hospital
Building Bedian Road
Lahore Cantt

INVITATION TO TENDER (IT)

To: As per list att

Info: CPO HO
Trg Deptt
IT Ops Deptt
FIT Faisalabad

Tender No and Date	Tender Due	Opening Date & Time	Project
10162/Gen-3/FIT-Faisalabad/Projects/ 2019-20 Dated 08 Oct 2019	18 Oct 2019 1100 hrs	18 Oct 2019 1130 hrs	FIT Faisalabad

Subj: **Procurement of Equipment for Short Courses for FIT Faisalabad**

Dear Sir,

1. Sealed quotations are invited for the items required by FIT Lahore as per terms and conditions mentioned below, which may be read thoroughly before submitting your offer. Detail of items as per Annex 'A'.
2. Please quote rates on **FOR** at **FIT Fauji Foundation Faisalabad** basis including all applicable taxes, installation and commissioning charges (where applicable).
3. **Special Instruction.** All tender 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, the same should be highlighted alongwith your changed offer/conditions outlined by purchaser in this IT.

4. **Submission of Tender.** The quotation both Technical Proposal & Commercial Proposal must reach this office on due date and time upto 1100 hours as per following:-

- a. **Technical Proposal.** The firms are to submit their technical offer for each item separately. Which should contain all relevant specification alongwith essential literature / brochures in an envelope and clearly marked "**Technical Proposal**" without prices. Tender number and date of opening with serial number of tendered item must be endorsed on envelope. **Each item is to be quoted separately with nomenclature of the item clearly marked. Firm may have to appear before technical committee to describe, explain and demonstrate its items.**
- b. **Commercial Proposal.** Separate commercial offer for each item is to be submitted in single envelope indicating prices quoted in figures as well as in words. It should be clearly marked on the envelope "**Commercial Proposal**" tender number and date of opening **Commercial Offer** of only those firms will be opened by a board of officers whose **Technical Offers** are accepted by technical authorities. Date of opening of **Commercial Offer** would be intimated to firms after receipt of technical scrutiny report from technical authorities. Commercial offer of technically rejected firms will be returned to the firms un-opened.
- c. Both the "**envelopes**" of **Technical and Commercial** offers of each item should be enclosed in one cover, properly sealed. The envelope containing both (Technical and Commercial) proposal should be properly / clearly marked with tender number. S.No of quoted item and opening date.

5. Details of after sale services facilities available in Pakistan for the quoted equipment are to be reflected.

6. The firms may attend and witness personally or through their agent, the opening of the tenders on the specified day/date/time.

7. The quotation should be valid for a period of 6 months from the date of opening of "**Commercial Proposal**".

8. **Warranty/Gurantee.** One year on site comprehensive warranty / gurantee with "labour and part" against any manufacturing defects from the date of its installation will be given.

11. **Time of Delivery and Installation of Equipment.** The delivery period would be considered as essence of the contract. The participants are to mention their delivery period in their technical offer giving minimum lead time.

12. **Security Money.** The firm winning the contract has to deposit 10% of the total contract amount in shape of CDR / Bank Draft/Pay Order as contract performance guarantee. This amount is to be refunded to the sellers after successful materialization of the contract and completion of warranty period.

13. **Liquidated Damage.** Liquidated damages equal to 2% of contract value per month subject to maximum of 10% on the delayed supplies will be recoverable from the seller.

14. **Demonstration.** The firms may be required to appear before technical committee at Rwp / Lhr to demonstrate the offered equipment by displaying actual equipment / through demonstration tape / technical brochure / technical briefing if asked by technical committee / user. The seller will provide for acceptance of their equipment to this effect before opening of commercial offer.

15. **Risk Purchase.** If the seller fails to provide contracted equipment items with stipulated period, the purchaser has right to cancel the contract and purchase the same equipment at the risk and cost of the seller.

16. **Payment.** 100% payment will be made after completion of supply and satisfactory installation/commissioning of equipment.

17. **Withholding Tax on Goods and Services.**

- a. Pursuant to amendment in first schedule of income tax ordinance 2001 with effect from 01 Jul 2015, the firms are required to submit copy of acknowledgement slip of tax return filed for the latest tax year (along with their quotations). To ascertain whether your firm is “filer or non filer” of tax return. In case, a firm wins the contract, at the time of claiming the payments against deliveries, a copy of above slip is to be attached with the bills/invoice to determine that the firm is a tax return “filer”. If this copy is not attached, the firms are to be considered as “non filer” and tax will be deducted accordingly by the paying authorities.
- b. Please note that as per requirements the “filer” status / acknowledgement slip of return filed would also be cross checked / reconciled with web portal of FBR.

18. Please note that this is only an invitation tender and no commitment to you. Senior Manager (Procurement) also reserves the right to accept or reject all or any offer without assigning any reason for such action.

19. The list of projects/references where the quoted equipment has already been supplied/installed by your firm will be provided at the time of signing of the contract.

20. All firms registered with Fauji Foundation can participate in tender. However, un-registered firms will participate by providing 2% earnest money of the quoted value subject to maximum ceiling of Rs. 0.2 million in shape of bank draft.

21. **Ignoring of Offers.** The offer is liable to be rejected if it:-

- a. Is submitted without earnest money by un-registered firm or by a firm not registered for the particular store.
- b. Is received after the date and time fixed for its receipt.
- c. Is unsigned.
- d. Is ambiguous.
- e. Is conditional.
- f. Is given by firm black listed, suspended or removed from the approved list.

- g. Is receive validity period shorter than the required in the tender enquiry.
- h. Does not confirm to general conditions of the enquiry.

- 22. Fauji Foundation reserves the right to increase or decrease the required quantity.
- 23. For any further details please contact Senior Manger Procurement on Tel 042-37169500-1
- 24. Please prepare your quotations as per specimen attached as Anx 'A'.
- 25. Page number must be endorsed on every page of quotation.
- 26. Firms are requested to quote the rates of New Equipment as mentioned at **Annex A.**

Appendix - 1

QUOTATION AGAINST FAUJI FOUNDATION

IT# _____ DATED _____ 2019

It is certified that all terms and conditions given in above mentioned IT are acceptable and the quotations given below are submitted for consideration please.

Quotation No & Date	Validity (Minimum Six Months)	Nomenclature of Eqpt & Model No. Country of Origin/	Quantity	Unit Price (FOR)	Tax all Types	Total Amount	Warranty/Guaranty	
							Free Service & Spares	Free Service after expiry of warranty in Column (8)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

SD/xxxxxxxxxxxxxxxxxxxxxx

Lt Col
Ali Hassan, TI (M) (Retd)
Senior Manager Procurement

