E-STAMP
(GOVERNMENT OF PUNJAB)

حکومت پنجاب

PB-LHR-4E5F7155822C961F

PSID-40172606198708370

Rs 3,000/-

Three Thousand Rupees Only

Deed Name	:	AGREEMENT OR MEMORANDUM OF AN AGREEMENT - 5(ccc)
First Party	:	ASIF TRADERS [3520267121043]
Second Party	:	National Disaster Risk Management Fund NDRMF [35
Receipient	:	MUHAMMAD SAEED [35202-1851052-7]
Issue Date	:	19-Jun-2026, 04:36:18 PM
Stamp Duty Paid by	:	National Disaster Risk Management Fund NDRMF [3520267121043]
Paid Through Challan	:	202648378D391962

Please Write Below This Line

FORM OF CONTRACT

THIS AGREEMENT No. SSG.ADMIN.13.R.M/2025.26/ A.S (EPADS V2 No. P35588) made on 24-JUL- **2026**, between **National Disaster Risk Management Fund (NDRMF),** having its office located at *Floor No. 5, EOBI Building, Block 33-34, Mauve Area Near NADRA Office, G 10/4, Islamabad* (hereinafter called "the Client", "the Procuring Agency") on the one part and Mr. Muhammad Rashid **c/o Ms. Asif Traders,** situated at *99-B3, Hussain Chowk, MM Alam Gulberg III, Lahore* (hereinafter called "the Supplier on the other part.

WHEREAS the Client invited bids for *Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres* and has accepted *Mr. Muhammad Rashid c/o* ***Ms. Asif Traders*** for *Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres* in the sum of **PKR 483,600** inclusive of all taxes and adjustment of old tyres (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:
   a) This form of Contract;
   b) EPADS V2.0 submitted Price Schedule and Undertaking;
   c) Schedule of Requirement, Services Specification of the Bidding document;
   d) Special Condition of Contracts, and General Conditions of Contract;
   e) Letter of Intent
   f) Addendum (if applicable);
3. Taking into account payments to be made by the Client to the Service Provider as hereinafter mentioned, the Service Provider hereby concludes an Agreement with the Client to execute and complete the provision of services under the Contract and remedy any shortcomings therein in conformity with the provisions of the Contract.
4. The Client hereby covenants to pay, in consideration of the acceptance of Contract, provisio[n] and remedying of shortcomings therein, the Contract Price in accordance with Paymen[t] prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Islamic Republic of Pakistan on the date indicated above.

PARTIES

For and on behalf of '**Client/NDRMF**'

Name: **Mr. Amir Khan**
Designation: **Chief Executive Officer**
CNIC: 61101-1881119-3

For and on behalf of 'the Service Provider / **M/s Asif Traders**

ASIF TRADERS

Name: **Mr. Muhammad Rashid**
Designation: **Proprietor/ Chief Executive Officer**
CNIC: 35202-6712104-3

Proprietor

Rashid

WITNESSES

24/7/26

Name: **Muhammad Asif**
Designation: **Manager Procurement**
CNIC: 37406-1641427-5

ASIF TRADERS

Name: **Muhammad Nasir**
Designation: **Marketing Manager**
CNIC: 35202-0213326-9

Proprietor

CHALLAN FORM NO. 32-A

Treasury Copy

CHALLAN OF CASH/TRANSFER/CLEARING PAID INTO THE

Model Town, Lahore

202648378D391962

	To be filled by the Remitter			To be filled in by the Departmental Officer or the Treasury	
By Whom Tendered	**Name, designation and address of the person on whose behalf money is paid**	**Full particulars of the remittance and the authority (if any)**	**Amount (In Rupees)**	**Head of Account**	**Order of the Bank**
Name: MUHAMMAD SAEED CNIC: 35202-1851052-7 74960 Signature:_____	Second Party Name: National Disaster Risk Management Fund NDRMF Representative From AMIR KHAN CNIC: 3520267121043 Address: LAHORE	AGREEMENT OR MEMORANDUM OF AN AGREEMENT - 5(ccc) Amount of Contract (Rs.): 600,000 Property Address: LAHORE First Party Name: ASIF TRADERS Representative From MUHAMMAD RASHID CNIC: 3520267121043 Address: LAHORE Paid through online 19/06/2026	3,000/-	**B02701** **(N.J.)**	**GoPb PSID: 401726061987083700** **Total Amount: 3,000** **Govt. Platform Charges: Rs. 15/-** **Total Amount (For Online): 3,015** Printed On: 19/06/2026 04:31:52 PM Unpaid Challan is valid till: 29/06/2026
			3,000/-		

Amount in Words: Three Thousand Rupees Only

Disclaimer: Created on the basis of information provided by applicant. Only one set of copies is acceptable for depositing the Challan. No photocopy or extra prints will be acceptable. Payments submitted against multiple copies will be responsibility of depositor and will have no liability on any Government Department or Bank under any circumstances. **HELP LINE: (042)111-22-22-77**

CHALLAN FORM NO. 32-A

Customer Copy

CHALLAN OF CASH/TRANSFER/CLEARING PAID INTO THE

Model Town, Lahore

202648378D391962

	To be filled by the Remitter			To be filled in by the Departmental Officer or the Treasury	
By Whom Tendered	**Name, designation and address of the person on whose behalf money is paid**	**Full particulars of the remittance and the authority (if any)**	**Amount (In Rupees)**	**Head of Account**	**Order of the Bank**
Name: MUHAMMAD SAEED CNIC: 35202-1851052-7 Signature:_____	Second Party Name: National Disaster Risk Management Fund NDRMF Representative From AMIR KHAN CNIC: 3520267121043 Address: LAHORE	AGREEMENT OR MEMORANDUM OF AN AGREEMENT - 5(ccc) Amount of Contract (Rs.): 600,000 Property Address: LAHORE First Party Name: ASIF TRADERS Representative From MUHAMMAD RASHID CNIC: 3520267121043 Address: LAHORE	3,000/-	**B02701** **(N.J.)**	**GoPb PSID: 401726061987083700** **Total Amount: 3,000** **Govt. Platform Charges: Rs. 15/-** **Total Amount (For Online): 3,015** Printed On: 19/06/2026 04:31:52 PM Unpaid Challan is valid till: 29/06/2026
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ASIF TRADERS
TYRE & ALLOY RIMS

Price Schedule

Sr NO	Vehicle Type	Technical Specifications	Unit	Qty	Vendor Quoted Brand and Must add country/Origin	Vendor Quoted Make Year	Unit Price (PKR) DDP and Inclusive of taxes, allied charges & adjustment with old Tyres	Total Price (PKR) DDP and Inclusive of taxes, allied charges & adjustment with old Tyres
1	Toyota Corolla Altis AT Facelift 1600cc 1x Vehicle	Size: 205-55-R16. Origin: Thailand / Germany / Japan Make Year: Start of 2026 Make: Yokohama / Pirelli / Bridgestone (PR-50) or equivalent with above stated Origin only	Each	4	Yokohama Japan A-460 91 V	2026	33512	134048
2	Hyundai TUCSON 1999cc 2x Vehicles	Size: 225/55-R18. Origin: Thailand / Germany / Japan Make Year: Start of 2026 Make: Yokohama / Pirelli / Kumho or equivalent with above stated Origin only	Each	8	Kumho Korea KL33 Tucson	2026	45194	361552
Sub-total Amount (PKR)								495600/-
Applicable GST Rate (PKR)								18%
Total Price (PKR) DDP and Inclusive of all taxes, allied charges & **adjustment with old tyres**								483600/-

Note:

1. Bidder shall incorporate user/old tyre charge in above Unit Rates of New tyres. Old/Used has covered useful life and in fair condition. Bidders with prior appointments can inspect it by visiting NDRMF office during working days.

2. Supplier has to supply, fit and align office vehicle tyres and adjust old/used tyres in Unit quoted prices. Delivery and installation shall take place in the surrounding area of G-10/4 Islamabad at vendor designated center.

ASIF TRADERS LAHORE

PROPRIETOR: MUHAMMAD RASHID
99-B3, Hussain Chowk, MM Alam, Gulberg 3, Lahore asift786rashid@gmail.com 042-35763242, 0321-4419847

ASIF TRADERS
TYRE & ALLOY RIMS

UNDERTAKING

It is certified that the offered goods to **NATIONAL DISASTER RISK MANAGEMENT FUND** I'll be brand new and I'll not be refurbished in any case, and that of offered Tyres are of NDRMF stated origin and make year of 2026. Bidder I'll also undertake that supply will be to **NDRMF** designated location and its installation, alignment & related service will be rendered at supplier selected service center beside NDRMF Office in G-10/4, Islamabad.

ASIF TRADERS LAHORE

PROPRIETOR: MUHAMMAD RASHID

99-B3, Hussain Chowk, MM Alam, Gulberg 3, Lahore asift786rashid@gmail.com 042-35763242, 0321-4419847

Eligibile bidder(s) with substantially responsive bid(s) offering**Least Cost Based Selection (LCBS)** shall be consider for the award of contract(s).

Least Cost Based Selection (LCBS)

Items/Lots

Items Without Lots :

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Manufacturer / Dealer Authorization
Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres	Automobile or light truck tires	**Address:** Supply of tyres, fitting& alignment to be undertaken nearby NDRMF Office at 5th Floor, EOBI House, G-10/4, Islamabad **Schedule:** within 10 days following issuance of PO **Quantity:** 12	12	26850	Dealer Authorization form

Related Services of Goods:

Yes

Item	UNSPSC	Related Services

Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres	Automobile or light truck tires	Fitting, alignment and related services to be provided at vendor designated centre nearby NDRMF Office, preferably at G-10/4, Islamabad.

Items/Lot Specification

Items Without Lots :

Item: Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres

UNSPSC: Automobile or light truck tires

Specifications / Requirements:

S.No.	Item Description	Technical Specifications	Unit	Quantity
1	Tyres required for NDRMF Vehicle Toyota Corolla Altis AT Facelift 1600cc (ALT-319)	Size: 205-55-R16, Origin: Thailand / Germany / Japan, Make Year: Start of 2026, Make: Yokohama / Prielli / Bridgestone (PR-50) or equivalent with above stated Origin only	No	4
2	Tyres required for NDRMF Vehicle Hyundai TUCSON 1999cc (GAS-91)	Size: 225/55-R18, Origin: Thailand / Germany / Japan, Make Year: Start of 2026, Make: Yokohama / Prielli / Kumho or equivalent with above stated Origin only	No	4
3	Tyres required for NDRMF Vehicle Hyundai TUCSON 1999cc (GAS-90)	Size: 225/55-R18, Origin: Thailand / Germany / Japan , Make Year: Start of 2026, Make: Yokohama / Prielli / Kumho or equivalent with above stated Origin only	No	4

Price Schedule

Items/Lot Specification

Items Without Lots :

Item: Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres

UNSPSC: Automobile or light truck tires

Specifications / Requirements:

S.No.	Item Description	Technical Specifications	Unit	Quantity
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General Conditions of Contract

A. General

1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1. "Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;

2. "Procuring Agency" means:-

    2.1. any Ministry, Division, Department or any Office of the Government;

    2.2. any authority, corporation, body or organization established by or under a Law or which is owned or controlled by the Government;.

3. "The Contract" means an agreement enforceable by law;

4. "The Contract Price" means the price payable to the Bidder under the Contract for the full and proper performance of its contractual obligations;

5. "Ancillary Services" means those services ancillary to the provision of Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Bidder covered under the Contract;

6. "GCC" means the General Conditions of Contract contained in this section;

7. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;

8. "Day" means calendar day unless indicated otherwise.

9. "Effective Date" means the date on which this Contract comes into force and effect.

10. The Bidder" means the individual or corporate body whose Bids to provide the Goods has been accepted by the Procuring Agency;

11. "The Project Site," where applicable, means the place or placesnamedin BidsData Sheetand technical Specifications;

12. "Government" means the Government of Pakistan;

13. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Goods.

14. "Service" means any object of procurement other than goods or works;

15. "Party" means the Procuring Agency or the Bidder, as the case may be, and "Parties" means both of them;

16. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

17. "Completion Date" means the date of completion of the contract by the Bidder as certified by the Procuring Agency;

18. "In Writing" means communicated in written form with proof of receipt;

19. "Local Currency" means the currency of Pakistan;

2. Application and Interpretation

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

2.2 In interpreting these Conditions of Contract headings and marginal notes are used for convenience only and shall not affect their interpretations unless specifically stated; references to singular include the plural and vice versa; and masculine include the feminine. Words have their ordinary meaning under the language of the Contract unless specifically defined.

3. Applicable Law

3.1 The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

4. Governing Language

4.1 The Contract as well as all correspondence and documents relating to the Contract exchanged between the Bidder and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5. Notices

5.1 Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the **SCC**.

6. Delivery/Location

6.1 The Goods shall be delivered to such locations as the Procuring Agency may approve and as specified in SCC.

7. Authorized Representatives / Authority of Member in charge

7.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Bidder may be taken or executed by the officials specified in the **SCC**.

B. Commencement, Completion, Modification, and Termination of Contract

8. Effectiveness of Contract

8.1 This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.

9. Commencement of Services

9.1 The Bidder shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

10. Program

10.1 Before commencement of the Services, the Bidder shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

11. Starting Date/Expiration Date

11.1 The Bidder shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the **SCC.**

11.2 Unless terminated earlier pursuant to Clause **GCC 15** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

12. Entire Agreement

12.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

13. Modification

13.1 Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any Bids for modification or variation made by the other Party.

13.2 In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.

14. Force Majeure

14.1 Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

14.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

14.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

14.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Bidder shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

15. Termination

15.1 By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Bidder in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

1. If the Bidder fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;

2. If the Bidder becomes (or, if the Bidder consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

3. If the Bidder fails to comply with any final decision reached as a result of arbitration proceedings;

4. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

15.2 By the Bidder

The Bidder may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

1. If the Procuring Agency fails to pay any money due to the Bidder pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Bidder that such payment is overdue.

2. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.

3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration.

4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Bidder's notice specifying such breach.

C. Obligations of the Bidder

16. General

16.1 Standard of Performance

1. The Bidder shall deliver the product and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

16.2 Law Applicable to Goods

The Bidder shall deliver the goods in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

17. Conflict of Interests

17.1 Bidder Not to Benefit from Commissions and Discounts.

The remuneration of the Bidder shall constitute the Bidder's sole remuneration in connection with this Contract or the Services, and the Bidder shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Bidder shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

17.2 Bidder and Affiliates Not to be Otherwise Interested in Project

The Bidder agree that, during the term of this Contract and after its termination, the Bidder and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Goods for any project resulting from or closely related to the Services.

17.3 Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
2. during the term of this Contract, neither the Bidder nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

18. Confidentiality

18.1 Except with the prior written consent of the Procuring Agency, the Bidder and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

19. Insurance to be Taken Out by the Bidder

19.1 The Bidder(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, loss or damage, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

20. Bidder's Actions Requiring Procuring Agency's Prior Approval

20.1 The Bidder shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

(a) appointing such members of the Personnel not provided by the Bidder;

(b) changing the Program of activities; and

(c) any other action that may be specified in the SCC.

21. Reporting Obligations

21.1 The Bidder shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

22. Liquidated Damages

22.1 If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in **SCC** of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in **SCC**. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to **GCC Clause 15.**

22.2 Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Bidder by adjusting the next payment certificate. The Bidder shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

22.3 Lack of performance penalty

If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Bidder. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the SCC.

23. Performance Guarantee

23.1 Within Seven (07) days from the issuance of acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape of at the discretion of the PA in the amount **specified in SCC.** In case the amount of Bids security is equal or greater than

23.2 The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

23.3 The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in SCC.

23.4 The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC.**

24. Fraud and Corruption

24.1 The Procuring Agency requires the Supplier to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the Bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

25. Sustainable Procurement

25.1 The Bidder shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

D. Bidder's Personnel

26. Description of Personnel

26.1 The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Bidder's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

27. Removal and/or Replacement of Personnel

27.1 Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Bidder, it becomes necessary to replace any of the Key Personnel, the Bidder shall provide as a replacement a person of equivalent or better qualifications.

27.2 If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Bidder shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

27.3 The Bidder shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

28. Assistance and Exemptions

28.1 The Procuring Agency shall use its best efforts to ensure that the Government shall provide the Bidder such assistance and exemptions as specified in the SCC.

29. Change in the Applicable Law

29.1 If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the related Services rendered by the Bidder, then the remuneration and reimbursable expenses otherwise payable to the Bidder under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

30. Services and Facilities

30.1 The Procuring Agency shall make available to the Bidder and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described , at the times and in the manner specified in the SCC or terms of reference.

30.2 In case that such services, facilities and property shall not be made available to the Bidder, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Bidder for the performance of the Services, (ii) the manner in which the Bidder shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Bidder as a result thereof.

F. Payments to the Bidder

31. Contract Price

31.1 The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC. Prices charged by the Supplier for Goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its Bid.

32. Terms and Conditions of Payment

32.1 Payments will be made to the Bidder according to the payment schedule stated in the SCC and as per actual invoice submitted by the Bidder.

32.2 Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Bidder of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Bidder have submitted an invoice to the Procuring Agency specifying the amount due.

33. Currency of Payment

33.1 Any payment under this Contract shall be made in the currency(ies) specified in the SCC.

G. Quality Control

34. Identifying Defects

34.1 The principle and modalities of Inspection of the Goods by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Bidder's performance and notify him of any Defects that are found. Such checking shall not affect the Bidder's responsibilities. The Procuring Agency may instruct the Bidder to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

35. Correction of Defects,and

Lack of Performance Penalty

35.1 The Procuring Agency shall give notice to the Bidder of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

35.2 Every time notice a Defect is given, the Bidder shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

35.3 If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the Bidder will pay this amount, and a Penalty for Lack of Performance.

36. Taxes and Duties

36.1 A Supplier shall be entirely responsible for all taxes, duties, fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.

H. Settlement of Disputes

37. Alternate Dispute Resolution

37.1 The disputes between the parties to the contract may be settled in accordance with Public Procurement Rules, 2004.

37.2 The procuring agency shall refer the matter to the Chief Justice Islamabad High Court or Managing Director PPRA or the Secretary Ministry of Law & Justice for appointment of Arbitrator.

37.3 The fee for the Arbitrator shall be specified in Pak Rupees as determined by the appointing authority which shall be borne and shared equally by the contracting parties.

Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Number of GC Clause 1

Definitions

The Procuring Agency is: National Disaster Risk Management Fund (National Disaster Risk Management Fund), Deputy Manager Procurement 5th Floor, EOBI House, G-10/4, Islamabad

The Supplier is:

The title of the subject procurement is: Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres, G-10/4 Islamabad

Number of GC Clause 3

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 4

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English.**

Number of GC Clause 5

Notices:

The addresses for the notices are:

Procuring Agency:

National Disaster Risk Management Fund (National Disaster Risk Management Fund), Deputy Manager Procurement
5th Floor, EOBI House, G-10/4, Islamabad
+92-312-538-3175
asma.iftikhar@ndrmf.pk

Contractor/ Bidder:

Mr. Muhammad Rashid **c/o Ms. Asif Traders,** situated at *99-B3, Hussain Chowk, MM Alam Gulberg III, Lahore*

muhammadrashid6399@gmail.com,

+92-300-441-9847.

[Name, address, telephone number and e-mail address]

Number of GC Clause 7.1

The Authorized Representatives are:

For the Procuring Agency:

National Disaster Risk Management Fund (National Disaster Risk Management Fund),Deputy Manager Procurement
5th Floor, EOBI House, G-10/4, Islamabad
+92-312-538-3175
asma.iftikhar@ndrmf.pk

For the Supplier:

Name: Muhammad Rashid

Designation: CEO

Address: 99-B3, Hussain Chowk, MM

Alam Gulberg III, Lahore

. **Number of GC Clause 8**

Effectiveness of the contract

Number of GC Clause 9

Commencement of Contract:

Number of GC Clause 11.2

Expiration of Contract:

Number of GC Clause 15

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.

Number of GC Clause 17

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17.

Number of GC Clause 22

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **0.10%** to **5.00%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.

Number of GC Clause 23

Performance Guarantee:

Annexed Performance Security Clause, "Successful Bidder submitted Bid Security will be retained as Performance Security for a period of one month after delivery date. Said instrument shall be discharged upon completion of one month following delivery acceptance date.

Number of GC Clause 32

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause 33

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause 34

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Delivery & Documents

Supplier's invoice showing Goods' description, quantity, unit price, and total amount, supported by Delivery Challan indicating supply, fitting and alignment undertaken and accepted by NDRMF designated POC;

Number of GC Clause 37

Following is the guidance for Dispute Resolution

1. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.

2. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.

3. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.

4. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.

5. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.

Performance Guarantee Form

To: **National Disaster Risk Management Fund (National Disaster Risk Management Fund),Deputy Manager Procurement5th Floor, EOBI House, G-10/4, Islamabad**

WHEREAS *[name of Bidder]* (hereinafter called "the Bidder") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods(hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

___

[name of bank or financial institution]

___

[address]

___

[date}

Price Schedule

Price Schedule, to be provided on bidder's letterhead.

NOTE:

1. Bidder shall incorporate user/old tyre charge in above Unit Rates of New tyres. Old/Used has covered useful life and in fair condition. Bidders with prior appointments can inspect it by visiting NDRMF office during working days.

2. Supplier has to supply, fit and align office vehicle tyres and adjust old/used tyres in Unit quoted prices. Delivery and installation shall take place in the surrounding area of G-10/4 Islamabad at vendor designated center.

Financial Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Price Schedule** (page number: 62)

Performance Security Clause

Successful Bidder submitted Bid Security will be retained as Performance Security for a period of one month after delivery date. Said instrumentshall be discharged upon completion of one month following delivery acceptance date.

Information (Read-Only)

See Form Under Additional Forms and Documents: **Performance Security Clause** (page number: 63)

Authorization Letter

Authorization letter on Company letterhead from bidder concerned Issuing Authority/owner, for designated official, who has duly signed and stamped Bid or its require Form(s)/Annexure.

Technical Submission (Vendor)

See Form Under Additional Forms and Documents: **Authorization Letter** (page number: 64)

Outlook

Letter of Intent – Supply, Fitting & Alignment of Office Vehicles New Tyres and Adjustment of Old/Used Tyres, G-10/4 Islamabad, Ref. No.SSG.ADMIN. 13.R.M /2025.26/ A.S (EPADS V2 No. P35588)

From Tariq Akhtar <tariq.akhtar@ndrmf.pk>
Date Wed 17/06/2026 4:10 PM
To muhammadrashid6399@gmail.com <muhammadrashid6399@gmail.com>; asift786rashid@gmail.com <asift786rashid@gmail.com>
Cc Asma Iftikhar <asma.iftikhar@ndrmf.pk>; Muhammad Asif <muhammad.asif@ndrmf.pk>; Maj Aamer Raza (Retd) <aamer.raza@ndrmf.pk>; Shahid Sadiq <shahid.sadiq@ndrmf.pk>; Shujaat Ullah Khan <shujaat.uk@ndrmf.pk>

2 attachments (1 MB)
1. Form of Contract.docx; 2. Contract Annexures.pdf;

Mr. Muhammad Rashid c/o **Ms. Asif Traders,**
Plot 27 - W, Blue Area G - 6, Islamabad,
99-B3, Hussain Chowk, MM Alam Gulberg III, Lahore,
muhammadrashid6399@gmail.com,
+92-300-441-9847.

Reference to your subject submitted Bid vide PPRA EPADS V2, which was decrypted dated 04-Jun-2026 and subsequent announcement of Final Evaluation Report by NDRMF dated 11-Jun-2026.

2. As directed it is stated that NDRMF's Competent Authority has been pleased to accept subject award to ***Mr. Muhammad Rashid c/o M/s Asif Trades*** *against your Bid amounting to* ***PKR 483,600*** *inclusive of all taxes and adjustment of old tyres* as per terms & Conditions mentioned in the tender document. Please note that LOI is also being issued on PPRA EPADS V2.0 whereby system calculated Bid Price is PKR **495,600** which is without adjustment of old tyres amount. Hence, corrected and approved Bid Price shall be PKR ***483,600*** *inclusive of all taxes and adjustment of old tyres.*

3. In light of the above, *Mr. Muhammad Rashid c/o Ms. Asif Traders is advised to acknowledge the receipt of this email and arrange non-judicial e-/stamp papers duly issued for the purpose of Supply of Tyres, executed between NDRMF (client) & M/s Asif Traders (the Supplier), minimum of Rs. 3,000 for Contract agreement under Schedule 1- Clause 22-A(v) of Stamp Act 1899*, besides, authorize a representative of firm for signing of the contract (as per format already shared via Bid Document) within seven (07) days of receipt of this Letter of Intent.

4. Pursuant to SCC Clause No. GCC 23 specifically read with Annexed Performance Security Clause, "Successful Bidder submitted Bid Security will be retained as Performance Security for a period of one month after delivery date. Said instrument shall be discharged upon completion of one month following delivery acceptance date". Henceforth, your already submitted Bid Security Instrument No. PO.0245.3172611 dated 22-May-2026 amounting to PKR 26,850 will retained as prescribed.

5. Form of Contract (for facilitation in arranging and printing e-/Stamp Papers) is attached. Kindly also insert date, name designation and CNIC of the authorized officer and one witness for signing. All other attached documents shall be duly signed and stamped as it construes part of contract.

6. NDRMF's Point of contact for subject supply and related services delivery is Major (R) Aamer Raza – AM (A), +92-051- 9108300, aamer.raza@ndrmf.pk.

Please acknowledge this email as a token of receipt and also accepted PPRA EPADS V2.0 issued LOI accordingly well within time. Anticipated thanks.

Regards,

Tariq Akhtar – Assistant Manager Procurement
NDRMF
National Disaster Risk Management Fund – NDRMF
5th Floor, EOBI House G-10/4, Islamabad
Tel: (00 92) (051) 910 8300 Ext: 417