509 Electronics B Wksp EME
(THE CALIBRATORS)
Gujranwala Cantt
Tel: Mil: 35763
81201 - EME
19 Nov 2026

To: _____

Subject: **Tender Inquiry –03 / 2026-27**

509 Electronics Base Workshop EME Gujranwala desire to purchase the items as mentioned in **Anx 'A'** to this letter, please.

TERMS AND CONDITIONS OF THE TENDER

1. **RATES**
   a. CST/ Quoted rates will remain valid till **31 Dec 2027** (Bid Validity)
   b. Quoted rates must be inclusive of all the govt. taxes i.e. GST, INCOME TAX, CUSTOM DUTY AND OTHER CHARGES.
   c. Rates will be quoted for brand new items (latest production) along with Brand Name / Model no.
   d. Rate will be quoted in Pak rupees only.
2. **QUOTATIONS**
   a. As per PPRA Rule 36 (b), Single stage two envelope bidding procedure will be followed.
   b. Technical and commercial offers will be submitted in separate envelopes. The envelope containing Technical offer will be marked as "**TECHNICAL OFFER IT-3/ 2026-27**". The envelope containing Commercial offer will be marked as "**COMMERCIAL OFFER IT-3/ 2026-27**".
   c. Quotation will be provided on proper letter head pad of the firm and each page of the quotation must bear firm's stamp and signature.
   d. No columns should be left blank in quotation, however, NQ should be written in column for ITEMS NOT BEING QUOTED.
   e. The procuring agency shall evaluate the technical proposal and reject any proposal which does not confirm to the specified requirements.
3. **TECHNICAL AND COMMERCIAL OFFERS**
   a. Brand to be mentioned for Spares of all countries of origin including Genuine/ OEM and supporting documents / agency agreement to be provided.

b. In case of brands others than OEM/ OPM, local/ foreign sources of supplies must be mentioned with proof.

c. Proof of source of procurement for Genuine/ OEM/ OPM/ other brand items will be provided with the Technical Offer and with delivery of stores including original invoice/ shipping documents/ bill of landing/ contents of consignments etc.

4. **RESTRICTIONS**

a. CUTTING OR OVERWRITING in the quotation must be avoided which makes it - liable to rejection.

b. The purchaser retains the authority to REJECT any or all the quotations in the light of PPRA rules.

5. **SUPPLY REQUIREMENTS**

a. The store(s) / item(s) should be exactly in accordance with the specifications / sample.

b. Samples are displayed for reference / guidance of the contractors by the concerned group in 509 Electronics Base Workshop.

c. Samples may be demanded from the firms to assess the quality, technical feasibility and functional ability of the item before issuance of purchase order.

d. Bulk supply will be made by the firm after successful acceptance of advance sample by Quality Assurance Department.

e. Delivery period of the stores quoted must also be mentioned in your quotations.

f. This Workshop may demand import documents from the firms for imported items / assemblies.

g. As and when items / minor assemblies required by 509 Electronics Base Workshop EME, firms will be bound to provide agency Agreement against imported items.

h. The firms will provide warranty and guaranty of one year for delivered spares.

I. The firm will provide documents FBR statement, CPR (Cash Payment Receipt of last One Year), Professional Tax Certificate attached with Technical Proposal. Without documents, bid will not be accepted.

6. **TENDER OPENING**

a. Quotation must be dropped in the tender box before **1130 hrs** on **08 Dec 2026.**

b. Technical offers will be opened **at 1200 hrs on 08 Dec 2026.**

c. Financial offer of only those bidders will be opened whom technical offer will be accepted by the board and rest would be returned unopened.

d. For any details / queries about tender, contact 0305-3634408.

7. **IMPORTANT NOTE:**

a. Bid security amounting to **RS: 125,000** must be submitted as CDR in the name of "Commandant 509 Elec Base Wksp EME."

b. In quotation, absence of any certificate or information required vide this Tender Inquiry will mean that the firm accepts the clauses without any change / amendment. **Only GHQ security wise MI cleared firms, FBR/Incom Tax Return documents and registered with this Installation or any other Defense organization can participate in this tender inquiry**. However if the bid winner is not registered with 509 Electronics Base Workshop EME as per procedure in vogue, necessary registration modalities will have to be completed on priority by the Bid Winner within ten days of the IT opening date, otherwise the purchase order will be issued in the name of the firm with next higher rate and registered with 509 Electronics Base Workshop EME.

c. The firm has to deposit IT fee for **Rs 3,000** per tender at the time of submitting the quotations or send pay order with the quotation. Tender will not be entertained for witch IT fee is not provided.

d. The firm has to provide the Principal documents i-e, import document, agency agreements, bill of Landing, export license of OEM along with specific order details, at the time of delivery of items, where deemed necessary.

e. The tender is available on PPRA website as well as on nation wide newspapers. Delivery period must be mentioned while quoting the rates.

f. Performance guarantee as per PPRA regulations will be claimed if deemed necessary.

g. Rates quoted must comply to the brand / origin mentioned and also the spares must conform to the quoted origin/brand upon delivery, otherwise suitable action as per EME Dte / PPRA regulations will be taken against the concerned firm.

h. The acceptance of the spares will be subject to functional test from competent inspection authorities.

i. Provision of copy of AGENCY AGREEMENT is necessary in order to prove that the firm is capable of providing requisite spares from its principal. Any cost required for confirmation of capability of 'Principal' will be borne by the firm. Any quotation against imported items without providing a copy of AGENCY AGREEMENT will be REJECTED.

j. Clarifying that "**Package Deal**" may be awarded to the lowest bidder related to parts of assy or sub sys of a veh / eqpt in it of rule 42(C) of PPRA for details ref to EME Dte ltr no. 4249/6903/Coord/reports/IES(Mech)- R7C84 dated 16 Jan 2015.

k. To ensure that IT of RFQ being floated on PPRA site or being delivered to a Firm has been prepared in Assy / Sub assy format so as to facilitate conclusion of "**Package Deal**" as required for **ser 01 to 42**.

8. **WARNING**

a. Carefully study the specifications of store(s) / item(s) of this Tender Inquiry before quoting otherwise, for wrong quotation 509 Electronics Base Workshop EME will not be responsible.

b. Any omission due to misprinting, typing error, illegible quotations will make them liable to rejection of quotations.

c. Do read all clauses carefully before preparing the quotations.

d. Any discrepancy of clause(s) with quotation will make the quotation liable to rejection.

e. Provide quotations on proper letter head pad of the firm in **HARD COPY** and **SOFT COPY**.

Maj
for Commandant
(Mahwish Choudhry)