Tender Covering Form

Directorate of Procurement (Navy)
Through Bahria Gate, Near SNID Center,Naval Residential Complex, E-8, Islamabad

Contact: Reception 051-20062074, Bahria Gate 0331-5540649, Section 051-9262314

Tender No & Date 625018/R-2611/330425 dated 20 NOV 26

Tender Description CAP BADGES FOR CPOs, POs, SAILORS & MTDs

IT Opening Date 10 DECEMBER 2026

Firm Name _____

Postal Address _____

Email Address for Correspondence _____

Contact Person Name _____

Contact Number (Landline _____) (Mobile _____)

Documents to be Attached with Quotation

Firm is to submit its proposal in a sealed envelope which shall contain 03 x Sealed Envelops as per details given below:

Sealed Envelop 1 – Technical Offer in Duplicate

This envelope must contain 02 x sets of Technical Offer (01 x Original + 01 x Copy). Each Set must contain following documents as per this order and Supplier is to mark tick ✓ against each to ensure that these documents have been attached:

S No	Document	Original Set	Copy Set
1.	Bank Challan		
2.	Principal Authorization Letter (where applicable)		
3.	Principal Invoice (Muted – without Price) (where applicable)		
4.	DP -1 Form of IT (with compliance remarks)		
5.	DP – 2 Form of IT with compliance remarks against each clause		
6.	Technical Offer / Specs		
7.	Annexes of IT		
8.	DP-3 form of IT (dully filled & signed)		
9.	DGDP Registration Letter (If firm is registered with DGDP)		
10.	Income Tax Filling Proof		
11.	Sales Tax Registration Proof		
12.	Affidavit/ Undertaking of Provisional registration on judicial stamp paper of value Rs. 100		

Sealed Envelop 2 – Earnest Money

This Envelop must contain Earnest Money only.

Sealed Envelop 3 – Commercial Offer

This Envelop must contain following documents:

1.	Firm's Commercial Offer	01 x Original
2.	Principal Invoice (where applicable)	01 x Original
3.	Dully filled DP-2 Form of IT	01 x Original

Firm's Declaration

It is certified that we have submitted tender in compliance with above instructions and we understand that our offer is liable to rejection if tender is not prepared / packed as per above instructions.

Firm's Authorized Signatures _____

DIRECTORATE PROCUREMENT (NAVY)

Tender No. 625018/R2611/330425
Directorate of Procurement (Navy)
Through Bahria Gate
Near SNIDS Centre,
Naval Residential Complex, E-8,
Islamabad
Contact: Reception: 051-20062074
Bahria Gate: 0331-5540649
Section: 051-9262314
Email: dpn@paknavy.gov.pk
adpn33@paknavy.gov.pk

M/s_____
_____
_____
_____ Date _____

INVITATION TO TENDER AND GENERAL INSTRUCTIONS

Dear Sir / Madam,

1. DP (Navy) invites you to tender for the supply of stores/equipment/ services as per details given in attached Schedule to Tender (Form DP-2).

2. **Caution**: This tender and subsequent contract agreement awarded to the successful bidder is governed by the rules / conditions as laid down in PPRA Rules and DPP&I-35 covering general terms & conditions of contracts laid down by MoD / DGDP. As a potential bidder, it is incumbent upon you and your firm to first acquaint yourself with PPRA Rules (**www.ppra.org.pk**) and DPP&I-35 (print copy may be obtained from DGDP Registration Cell on Phone No. 051-9270967 before participating in the tender. If your firm / company possesses requisite technical as well financial capability, you must be registered or willing to register with DGDP to qualify for award of contract, which shall be made after security clearance and provision of required registration documents mentioned in Para 15 of this DP-1.

Understood agreed ☐ Understood not agreed ☐

3. Conditions Governing Contracts. The 'Contract' made as result of this I/T (Invitation to Tender) i.a.w PPRA Rules shall mean the agreement entered into between the parties i.e. the 'Purchaser' and the 'Seller' on Directorate General Defence Purchase (DGDP) contract Form "DP-19" in accordance with the law of contract Act, 1872 and those contained in Defence Purchase Procedure & Instructions and DPP&I-35 and other special conditions that may be added to given contract for the supply of Defence Stores / Services specified herein.

Understood agreed ☐ Understood not agreed ☐

4. **Delivery of Tender.** The tender documents covering technical and commercial offers are to be furnished as under:-

a. **Commercial Offer.** The offer will be in duplicate and indicate prices quoted in figures as well as in words in the currency mentioned in IT. It

Understood agreed ☐ Understood not agreed ☐

should be clearly marked in fact on a separate sealed envelope **"Commercial Offer"**, tender number and date of opening. Taxes, duties, freight/transportation, insurance charges FATs Local Training, Foreign Training, Installation Commissioning, Services Taxes etc are to be indicated separately. Total price of the items quoted against the tender is to be clearly mentioned. In case of more than one option offered by the firm, DP(N) reserves the right to accept lowest technically accepted option if more than one options were accepted in Technical Scrutiny Report.

b. **Technical Offer: (Where Applicable).** Should contain all relevant specifications in DUPLICATE (or as specified in IT) along with essential literature/brochure, drawings and compliance metrics in a separate sealed envelope and clearly marked "Technical Offer" without prices, with tender number and date of opening. Technical offer shall be opened first; half an hour after the date and time for receipt of tender mentioned in DP-2. Firms are to confirm/comply with IT technical specification in the following format:

Understood agreed ☐ Understood not agreed ☐

S.No	***Technical requirement as per IT***	***Firm's endorsement (Comply/ Partially Comply/ Non Comply***	***Basis of C, PC of NC i.e. Refer to page or brochure***	***In case of non availability of enclosed proof from brochure/ Literature, quote/ attach additional documents/ data/undertaking as proof of compliance***

(Legend: C = Fully Comply, PC = Partially Comply, NC = Not Comply)
(Firms must clearly identify where their offer does not meet or deviates from IT Specs)

c. **Special Instructions.** Tender documents and its 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(s), **the same should be highlighted alongwith your offered conditions. Tender may however be liable to be rejected.**

Understood agreed ☐ Understood not agreed ☐

d. Firms shall submit their offers in two separate envelopes (i.e. two copies of commercial offer and two or more copies of the technical offer as asked in the IT) and envelops clearly marked "Technical proposal", "Commercial proposal" in bold. The commercial offer will include rates of items/services called for and the technical offer will not indicate the rates. Both types of offers are to be enclosed in separate covers and each envelope shall be properly sealed bearing the signature of the bidder. Each cover shall indicate type of offer, number and date of IT and IT opening date. Thereafter both the envelopes (technical and commercial offer) shall be placed in one envelope (second cover) duly sealed and signed. This cover should bear the address of the procurement agency indicating, issuance date of IT and No, with its opening date. This should

be further placed in another cover (third cover), addressed and indicated in the tender documents, without any indication that there is a tender within it.

e. **FORM DP-1, DP-2, DP-3 and Questionnaires.** Form DP-1, DP-2 (alongwith annexes), DP-3 and Questionnaires duly filled in are to be submitted with the offer duly stamped/signed by the authorized signatory/ person. It is pertinent to mention that all these are essential requirement for participation in the tender.

Understood agreed ☐ Understood not agreed ☐

f. The tender duly sealed will be addressed to the following:-

Directorate of Procurement (Navy)
Through Bahria Gate, Near SNIDS Centre,
Naval Residential Complex, E-8,
Islamabad
Contact: Reception: 051-20062074
Bahria Gate: 0331-5540649
Section: 051-9262314
Email: dpn@paknavy.gov.pk
adpn33@paknavy.gov.pk

5. **Date and Time For Receipt of Tender.** Tender must reach this office by the date and time specified in the Schedule to Tender (Form DP-2) attached. This Directorate will not accept any excuse of delay occurring in post. **Tenders received after the appointed/ fixed time will NOT be entertained.** The appointed time will, however, fall on next working day in case of closed/forced holiday. Only legitimate/registered representatives of firm will be allowed to attend tender opening. In case your firm has sent tender documents by registered post or courier service, you may confirm their receipt at DP (Navy) on Phone No 051-9262314 well before the opening date / time.

Understood agreed ☐ Understood not agreed ☐

6. **Tender Opening.** Tenders will be opened as mentioned in the schedule to tender. Commercial offers will be opened at later stage if Technical Offer is found acceptable on examination by technical authorities of Service HQ. Date and time for opening of Commercial offer shall be intimated later. Only legitimate / registered representative of firm will be allowed to attend tender opening. Tenders received after date & time specified in DP-2 would be rejected without exception and returned un-opened i.a.w PPRA Rules.

Understood agreed ☐ Understood not agreed ☐

7. **Validity of Offer.**

a. The validity period of quotations must be indicated and should invariably be 120 days from the date of opening of commercial offer or 30th June whichever is later. Firm undertakes to extend validity of offer if required by equal number of original bid period (i.e. 120 days as per original offer) i.a.w PPRA Rules.

Understood agreed ☐ Understood not agreed ☐

b. The quoting firm will certify that in case of an additional requirement of the contract items (s) in any qty(s) within a period of 12 months from the date of signing the contract, these will also be supplied at the ongoing contract rates with discount.

8. **Part Bid.** Firm may quote for the whole or any portion, or to state in the tender that the rate quoted, shall apply only if the entire quantity/ range of stores is taken from the firm. The Director Procurement reserves the right of

accepting whole or any part of the tender or portion of the quantity offered, and firm shall supply these at the rate quoted.

9. **Quoting of Rates.** Only one rate will be quoted for entire quantity, item wise. In case quoted rates are deliberately kept hidden or lumped together to trick other competitors for winning contract as lowest bidder, DP(N) reserves the right to reject such offers on-spot besides confiscating firm's Earnest Money / Bid Security and take appropriate disciplinary action. Conversion rate of FE/LC components will be considered w.e.f. opening of commercial offer as per PPRA Rules.

Understood agreed ☐ Understood not agreed ☐

10. **Return of IT** ITs are to be handled as per following guidelines:

Understood agreed ☐ Understood not agreed ☐

a. For registered firm(s), case will be referred to DGDP for necessary administrative action if firms registered / indexed for tendered items/stores do not quote / participate.

b. It is a standard practice to invite all firm(s) including those un-registered with DGDP who gave their preliminary budgetary/ technical proposals to end users / indentors. If your firm has been invited to participate in the tender, you must either participate in tender. In case of your inability to do so, you must inform DP (Navy) by a formal letter/email.

11. **Withdrawal of Offer** Firms shall not withdraw their commercial offers before signing of the contract and within validity period of their offers. In case the firm withdraws its offer within validity period and before signing of the contract, Earnest Money of the firm shall be confiscated and disciplinary action may also be initiated for embargo.

Understood agreed ☐ Understood not agreed ☐

12. **Provision of Documents in case of Contract**. In case any firı wins a contract, it will deposit following documents before award of contract:

Understood agreed ☐ Understood not agreed ☐

a. Proof of firm's financial capability.
b. Foreign Seller has to provide its Registration Number issued by respective Department of Commerce authorizing export of subject stores.
c. Principal/Agency Agreement.
d. Registration with DGDP (Provisional Registration is mandatory)

13. **Treasury Challan.**

a. Offers by registered firms must be accompanied with a Challan form of Rs.200/- (obtainable from State Bank of Pakistan/Government Treasury) and debit able to Major Head C02501-20, Main Head-12, Sub Head 'A' Miscellaneous (Code Head 1/845/30). Each offer will be covered by one Challan.

Attached ☐ Not Attached ☐

b. Firms, un-registered / un-indexed with DGDP (Registration Section) are to acquire prior approval from DP (Navy) to participate in the tender competition through formal application accompanied by Challan Form of Rs 300 in favour of CMA (DP).

14. **Earnest Money/Tender Bond:-** Your tender must be accompanied by a **Call Deposit Receipt (CDR) in favor of CMA (DP),** Rawalpindi for the following amounts:-

Attached ☐ Not Attached ☐

a. **Submitting improper Earnest Money**. Earnest Money/Bid Security furnished with tender is strictly in conformity of tender/IT conditions (Clause 14 of DP-1 and clause 10 of DP-2) on the subject. We have no objection on confiscation of Earnest Money/Bid security and rejection of our offer in case amount of Earnest Money/Bid Security is improper / insufficient in violation of IT condition.

b. **Rates for Contract**. The rate of earnest money and its maximum ceiling for different categories of firms would be as under:-

(i) **Registered/Indexed/Pre-Qualified Firms**. 2% of the quoted value subject to maximum ceiling of **Rs. 0.500 Million.**

(ii) **Registered/Pre-Qualified but Un-indexed Firms**. 3% of the quoted value subject to maximum ceiling of **Rs. 0.750 Million.**

(iii) **Unregistered/not Pre-Qualified/Un-indexed Firms**. 5% of the quoted value subject to maximum ceiling of **Rs. 1.000 Million.**

c. **Return of Earnest Money**

(i) Earnest money to the unsuccessful bidders will be returned on finalization of the contract.

(ii) Earnest money of the firm/firms with whom contract is concluded will be returned on submission of Bank Guarantee and its acceptance by CMA (DP).

d. Photocopy of EM must be attached with Technical Offer as proof after hiding the amount with black Bold Marker.

15. Documents for provisional registration: In case your firm wins a contract on Earnest Money (EM) , it will deposit following documents to DGDP (Registration Section) before the award of contract for provisional registration:-

Understood agreed ☐ Understood Not agreed ☐

S No	Local Supplier	Foreign Supplier
a.	Three filled copies of SVA-8121 of each member of management.	Three filled copies of SVA-8121-D of each member of management.
b.	Three filled copies of SVA-8121-A	Three filled copies of SVA-8121.
c.	Three photocopies of NIC for each member of management.	Three photocopy of Resident Card or equivalent identification Card for each member of management.
d.	Three PP size photographs for each member of management.	Three PP size Photographs for each member of management.
e.	Challan Form	Challan Form
f.	Bank Statement for last one year.	Financial standing/audit balance sheet
g.	Photocopy of NTN	Photocopy of passport
h.	Foreign Principal Agency Agreement in case of local agent.	Agency Agreement in case of Trading House/ Company/ Exporter /Stockiest etc.

16. **Inspection Authority.** Inspection will be carried out by relevant Inspecting Authority of PN, Consignee & Specialist User or a team nominated by Pakistan Navy in light of DPP&I 35.

Understood agreed ☐ Understood not agreed ☐

(Note: CINS shall not be held responsible or liable for any loss, damage or injury to the supplier/ firm's assets, items under inspection, equipment, infrastructure or personnel that may occur during or in connection with the inspection activities/ operations carried out by CINS inspectors. The supplier firm shall be responsible for ensuring the safety and protection of tits facilities, equipment, materials and personnel during the inspection process.)

17. **Condition of Stores.** Brand new stores will be accepted on Firm's Warranty/Guarantee Form DPL-15 enclosed with contract.

Understood agreed ☐ Understood not agreed ☐

18. **Documents Required.** Following documents are required to be submitted along with the quote:

Understood agreed ☐ Understood not agreed ☐

a. The firm/supplier shall provide correct and valid e-mail and Fax No to PN Inspecting Authority and DP(N). Supplier/contracting firm shall either provide OEM Conformance Certificate to PN Inspecting Authority or is to be e-mailed to PN Inspecting Authority under intimation to DP (Navy). Hard copy of COC must follow in any case through courier. On receipt, PN Inspecting Authority shall approach the OEM for verification of Conformance Certificates issued by OEM. Companies/firms rendering false OEM Conforming Certificates will be blacklisted.

b. Original quotation/Principal/OEM proforma invoice.

c. In case of bulk proforma invoice, a certificate that prices indicated in the bulk proforma invoice have not been decreased since the date of bulk proforma invoice from the manufacturers/ suppliers.

d. Submit breakup of cost of stores/ services on the following lines:

(i) Imported material with break down item wise along-with import duties.
(ii) Variable business overheads like taxes and duties imposed by the federal/ provincial government as applicable:-
  (1) General Sales Tax
  (2) Income Tax
  (3) Custom Duty. PCT code along with photocopy of the related page is to be attached where applicable.
  (4) Any other tax/duty.
(iii) Fixed overhead charges like labour, electricity etc.
(iv) Agent commission/profit, if any.
(v) Any other expenditure/cost/service/remuneration as asked for in the tender.

19. **Rejection of Stores/Services.** The stores/services offered as a result of contract concluded against this tender may be rejected as follows:

Understood agreed ☐ Understood agreed ☐

a. 1st rejection on Govt. expense
b. 2nd rejection on supplier expense

c. 3rd rejection then contract cancellation will be initiated on RE in light of DPP&I-35.

20. **Bank Guarantee .** To ensure timely and correct supply of stores the firm will furnish an unconditional Bank Guarantee (BG) from a schedule Bank of Pakistan for an amount upto 10 % of the contract value (excluding Taxes, duties/freight handling charges) on a Judicial Stamp Paper (All pages) of the value of (Rs 100.00) as per prescribed format or in shape of CDR/Bank Draft/Pay Order. The Bank Guarantee shall be endorsed in favour of CMA (DP) Rawalpindi who is the Accounts Officer specified in the contract. The CMA (DP) Rawalpindi has the like power of seeking encashment of the Bank Guarantee as if the same has been demanded by the purchaser himself. The Bank Guarantee shall be produced by the supplier within 30 days from the date of issue of the contract and remain valid for upto 60 days after completion of warranty period and remain in force till one year ahead of the delivery date given in the contract. If delivery period is extended, the supplier shall arrange the extension of Bank Guarantee within 30 days after the original delivery period to keep its validity always one year ahead of the extended delivery period. The BG form can be obtained from DP(N) on e-mail address given on page 1. Format of BG is enclosed at Annex B.

Understood agreed ☐ Understood not agreed ☐

21. **Integrity Pact.** There shall be "zero tolerance" against bribes, gifts, commission and inducement of any kind or their promises thereof by Supplier / Firm to any Government official / staff whether to solicit any undue benefit, favour or otherwise. Integrity Pact amended at Annex D shall be signed by Supplier. Moreover, following provisions must be clearly read & understood for strict compliance:

Understood agreed ☐ Understood not agreed ☐

a. Integrity Pact shall be applicable to all tenders / contracts irrespective of their financial value. However, a written Integrity Pact shall be signed for contracts exceeding Rs 10 Million between the procuring agency and the supplier / contractor i.a.w PPRA Rules. The form is available at www.ppra.org.pk or can be requested at adpn33@paknavy.gov.pk

b. If a Supplier / Contractor is found involved in any unbusiness-like / unethical activity, same would be considered a serious breach of the Integrity Pact. DP (Navy) shall take severe disciplinary action against that person(s) and the firm / company, which may include, but not limited to, **PERMANENT BLACKLISTING** of firm / company through DGDP and legal action against the individual (s) involved as per Pakistan's Code of Criminal Procedure.

c. It is strictly forbidden to socialize, call or meet any official / staff of DP (Navy) in private or during off hours. If any official / staff from Purchaser side asks for any undue favour or gratification directly or indirectly, the matter is to be immediately brought to the personal notice of Director Procurement (Navy) on Tel: 051-9271468 or through a personal meeting in office. Privacy of firms and their Reps sharing such information will be guaranteed without any prejudice to their normal business activities.

22. **Correspondence.** All correspondence will be addressed to the Purchaser i.e. DP (Navy). Correspondence with regard to payment or issue of

Understood agreed ☐ Understood not agreed ☐

delivery receipt may be addressed to CMA Rawalpindi & Consignee respectively with copy endorsed to the DP (Navy).

23. **Pre-shipment Inspection**.PN may send a team of officers including DP(N) member for the inspection of major equipments and machinery items at OEM premises as per terms of contract. If not already provided for and mentioned in the I.T, firm(s) must clarify the place, number of persons, duration and whether expenses on such visits would be borne by the Purchaser or Contractor. In case contractor is responsible for bearing such expenses, detailed breakdown of the same should be given separately in the commercial offer.

Understood agreed ☐ Understood not agreed ☐

24. **Amendment to Contract.** Contract may be amended/ modified to include fresh clause (s) or modify the existing clauses with the mutual agreement by the supplier and the purchaser. Such modification shall form an integral part of the contract.

Understood agreed ☐ Understood not agreed ☐

25. **Discrepancy**. The consignee will render a discrepancy report to all concerned within 30 days after receipt of stores for discrepancies found in the consignment. The quantities found short are to be made good by the supplier, free of cost.

Understood agreed ☐ Understood not agreed ☐

26. **Price Variation.**

a. Prices offered against this tender are to be firm and final.

Understood agreed ☐ Understood not agreed ☐

27. **Force Majeure**

a. The Parties will not be held responsible for any non-fulfillment or delay in carrying out the contractual obligations due to an event of Force Majeure such as acts of God (earthquake, flood, fire, typhoon, hurricane, mass epidemic diseases), war (military actions, subversive activities or sabotages), riots, civil commotion, strike, lockouts, prohibitive measures of governments (prohibition of trade relations with certain countries as a result of UN sanctions etc) directly affecting the parties and any event or circumstances on which the parties has no control.

Understood agreed ☐ Understood not agreed ☐

b. To be deemed force-majeure, the said events should be of extraordinary, unpredictable and unavoidable nature, and occur after the contract comes into force and be beyond the control of the Parties.

c. Should be the force-majeure circumstance occur, the suffering party must notify in writing the other party within 30(thirty) days from occurrence thereof. The notice should contain information about the nature of the circumstance and, if possible, an evaluation or estimate of their probable impact upon performance of obligations under the contract, as well as the time required for such performance.

d. Upon termination of the above-mentioned circumstances, the suffered party should promptly give a relevant written notice to the other party. The notice should specify the time within which performance of obligations under the contract is being suggested.

e. Within reasonable time, the party exposed to force-majeure should transfer to other party a certificate issued by the legal authorities as evidence of occurrence of the force-majeure situation.

f. Should the force-majeure situation occur, the timing of performance by the parties of their respective obligations under the contract shall be extended adequately by adding on the duration of such circumstances and consequences thereof.

g. Should the force-majeure circumstances continue for more than consecutive 60 (sixty) days, the parties shall negotiate and coordinate appropriate measures needed to perform their respective obligations under the contract. If duration of such circumstances exceeds 6 (Six) months and the parties fail to agree on further coordinated measures to perform their respective obligations, the Contracting Party (Purchaser) shall have the right to terminate the contract, whether partially or wholly, free of any subsequent claims, by sending a written termination notice to the other party (Seller).

h. The Purchaser may not claim LD in relation to delays in delivery, provided that such delays have been caused by occurrence of a force-majeure event.

j. Delay in obtaining the export licenses, permits, and/or third-party certificate may not be counted as force-majeure.

28. **Arbitration.** Parties shall make their attempt to settle all disputes arising under this contract through friendly discussions in good faith. In the event that either party shall perceive such friendly discussion to be marking insufficient progress towards settlement of dispute(s) at any time, then such party may be written notice to the other party to refer the dispute (s) to final and binding arbitration as provided below:

Understood agreed ☐ Understood not agreed ☐

a. The dispute shall be referred to Secy (MoD) for his discussion.

b. The venue of arbitration shall be the place as the Purchaser at his discretion may determine.

c. Decision of Secy (MoD) shall be final and binding on both the parties.

d. In course of arbitration, the contract shall be continuously be executed except that part which is under arbitrating.

e. All proceedings under this clause shall be conducted in English language and writing.

29. **Court of Jurisdiction**. In case of any dispute, the courts of Islamabad / Rawalpindi. Pakistan shall have the jurisdiction to decide the matter.

Understood agreed ☐ Understood not agreed ☐

30. **Liquidated Damages(LD).** Liquidated Damages upto 2% per month are liable to be imposed on the suppliers by the purchaser in accordance with DP-35, if the stores supplied after the expiry of the delivery date without any valid reasons. Total value of LD shall not exceed 10% of the contract value. Grace period of shall be 21 days.

Understood agreed ☐ Understood not agreed ☐

31. **Risk Purchase.** In the event of failure on the part of supplier to comply with the contractual obligations the contract will be cancelled at the Risk and Expense (RE) of the supplier in accordance with DPP&I-35. The purchaser shall be entitled to receive back all advance payment made by him and will have the right to purchase the store of similar or equivalent specification from elsewhere. In such a case the price difference (if any over and above the net LC value of this contract) will be paid by supplier as confiscation for RE amount.

Understood agreed ☐ Understood not agreed ☐

32. **Compensation Breach of Contract.** If the contractor fails to supply the contracted stores or contract is cancelled either on RE or without RE or contract become ineffective due to default of supplier / seller or stores / equipment declared defective and caused loss to the Government, contractor shall be liable to pay to the Government compensation for loss or inconvenience resulting for his default or from the rescission of his contract when such default or rescission take place such compensation will be in excess to the RE amount, if imposed by the competent authority. Compensation amount in terms of money will be decided by the purchase officer and will be deposited by contractor / seller in Government treasury in the currency of contract.

Understood agreed ☐ Understood not agreed ☐

33. **Termination of Contract.**

Understood agreed ☐ Understood not agreed ☐

a. If at any time during the currency of the contract the Purchaser decides to terminate the contract for any reason whatsoever (other than for reasons of Non-Delivery) he shall have right to do so by giving the Supplier a registered notice to that effect. In that event the Purchaser will accept delivery at the contract price and terms of such stores/goods/services which are in the actual process of manufacture that is completed and ready for delivery within thirty days after receipt by the Supplier of such notice.

b. In the case of remainder of the undelivered stores/goods/services the Purchaser may elect either:

(i) To have any part thereof completed and take the delivery thereof at the contract price or.

(ii) To cancel the remaining quantity and pay to the Supplier for the articles or sub-components or raw materials purchased by the Supplier and are in the actual process of manufacture at the price to be determined by the Purchaser. In such a case materials in the process of manufacture shall be delivered by the Supplier to the Purchaser.

(iii) No payment shall however be made for any materials not yet in the actual process of manufacture on the date notice of cancellation is received.

c. Should the Supplier fail to deliver goods/services in time as per quality terms of contract or fail to render Bank Guarantee within the stipulated time period or any breach of the contract the Purchaser reserves the right to terminate/cancel the contract fully or any part thereof at the risk and expense (RE) of the Supplier.

34. **Rights Reserved.** Directorate of Procurement (Navy), Islamabad reserves full rights to accept or reject any or all offers including the lowest. Grounds for such rejections may be communicated to the bidder upon written request, but justification for grounds is not required as per PPRA Rules.

Understood agreed ☐ Understood not agreed ☐

35. **SECRECY/ NON DISCLOSURE AGREEMENT (NDA).**

Understood agreed ☐ Understood not agreed ☐

a. The Purchaser and the Contractor undertake and agree to exercise their best efforts to prevent any unauthorized person(s) from gaining access to drawing offices or workshops or other premises where the supplies are being designed, manufactured, constructed, stored and/ or outfitted.

b. As the contractor and is Sub-Contractor(s) are the exclusive owners of the intellectual property right/ copy right and industrial rights of any and all contractual designs, data, software, TDP, drawings etc., and since they possess all relevant rights therein, the Purchaser and the Contractor undertake and agree to prevent such designs, data, software, drawings, TDP, etc. as well as copies thereof from falling into the hands of representatives of any other foreign power of competitor of the Contractor or its Sub-Contractor(s) and Purchaser or any other unauthorized Party or person.

c. The above provisions shall, however, not be constructed as any restriction whatsoever of the Purchaser's/ Shipyard's application and use of such drawings and TDP for any purpose in accordance with this Contract.

d. The secrecy obligations above are supplementary to those contained in any agreement between the Pakistan Navy on behalf of the Purchaser, whereby the obligations pursuant to above shall be subject to the Pakistan law regarding the custody and protection of classified matter.

e. It is the Contractor's responsibility to ensure that all such information is protected in accordance with the protective markings assigned by the Purchaser. If in any case this become essential with regards to this Contract to disclose the information classified as Confidential or above to Sub-Contractors (OEMs), approval must be sought from the Purchaser.

f. The Contractor undertakes to prevent any unauthorized visits to the platform(s) being constructed / upgraded, and / or systems / equipment being manufactured /developed for the Purchaser to ensure confidentiality of the information concerning this project. No unauthorized Part or person may be allowed onboard during its construction/ upgrade and qualification tests.

g. The terms of this Contract are 'CONFIDENTIAL' and each Party agrees not to disclose them to any Third party except as may be necessary for the performance of this Contract which includes its professional advisors and as else may be required.

h. The Contractor undertakes that any information about the sale/purchase of the goods/stores under this contract shall not be

communicated to any person/organization/agency, other than the manufacturer of the stores/ equipment/material, or to any press or agency not authorized by the Purchaser to receive it. Any breach on this account will be punishable under Official Secrets Act-1923 of Pakistan and may lead to legal action against the Contractor in addition to termination of the contract at the risk and expense of the Contractor.

j. Undertaking as per format at Annex E be signed by the supplier.

36. **Acknowledgment.** Firms will send acknowledgement slips within 07 days from the date of downloading of IT from the PPRA Website i.e. **WWW.PPRA.ORG.PK**

Understood agreed ☐ Understood not agreed ☐

37. **Disqualification.** Offers are liable to be rejected if:-

Understood agreed ☐ Understood not agreed ☐

a. Received later than appointed/fixed date and time.
b. Offers are found conditional or incomplete in any respect.
c. There is any deviation from the General /Special/Technical Instructions contained in this tender.
d. Forms DP-1, DP-2 (along with Annexes), and DP-3 duly signed, are NOT received with the offers.
d. Taxes and duties, freight/transportation and insurance charges NOT indicated separately.
e. Treasury challan is NOT attached with the offer.
f. Multiple rates are quoted against one item.
g. Manufacturer's relevant brochures and technical details on major equipment assemblies are not attached in support of specifications.
j. Subject to restriction of export license.
k. Offers (commercial/technical) containing non-initialed/ unauthenticated amendments/corrections/overwriting.
l. If the validity of the agency agreement is expired.
m. The commercial offer against FOB/CIF/C&F tender is quoted in local currency and vice versa.
n. Principals invoice in duplicate clearly indicating whether prices quoted are inclusive or exclusive of the agent commission is not enclosed.
p. Earnest money is not provided.
q. Earnest Money is not provided with the technical offer (or as specified).
r. If validity of offer is not quoted as required in IT or made subject to confirmation later.
s. Offer made through Fax/E-mail/Cable/Telex.
t. If offer is found to be based on cartel action in connivance with other sources/ participants of the tender.
u. If OEM and principal name and complete address is not mentioned.
v. Original Principal Invoice is not attached with offer.

38. **Appeals by Supplier/Firm.** Any aggrieved Supplier/Firm against the decision of DP (N) or PN Inspecting Authority or any other problematic area towards the execution of the contract may prefer an Appeal to Standing Appeal Committee (SAC) comprising PN Officers and military finance rep at Naval headquarters, Islamabad. The detail and timeline for preferring appeals is given below:

Understood agreed ☐ Understood not agreed ☐

S.No.	Category of Appeal	Limitation Period
a.	Appeals for liquidated damages	Within 180 days of decision
b.	Appeals for reinstatement of contracts	Within 60 days of decision
c.	Appeals for risk & expense amount	Within 180 days of decision
d.	Appeals for rejection of stores	Within 21 days of decision
e.	Appeals in all other Cases	Within 60 days of decision

39. **Limitation.** Any appeal received after the lapse of timelines given in para 38 above shall not be entertained.

Understood agreed ☐ Understood not agreed ☐

40. **For Firms not Registered with DGDP**. Firms not registered with DGDP undertake to apply for registration with DGDP prior signing of Contract. Details can be found on DGDP website www.dgdp.gov.pk.These firms can participate in tender iaw relevant paras and provision of documentary proof regarding financial status of the firm alongwith NTN and GST registration copies.

Understood agreed ☐ Understood not agreed ☐

41. Firms which are not registered with DGDP should initiate provisional registration in accordance with Para 41. Besides, ground check by Field Security (FS) Team will be made for security clearance related to participation in the tender after technical opening. Firms undertake to provide following documents for ground check by FS Team:

Understood agreed ☐ Understood not agreed ☐

a. NTN
b. Income Tax Return
c. Sales Tax Return
d. Sales Tax Certificate
e. Chamber of Commerce Industry Certificate
f. Professional Tax Certificate (Excise & Taxation)
g. Office/Home/Ware House Property documents
h. Utility Bills (Phone/Electricity)
j. Firm Vehicle/Personal Vehicle
k. CEO Visiting Card/NIC Copy, 03Xspecimen signature of CEO
l. DGDP Registration letter
m. Firm Bank Statement
n. Non Black List Certificate
p. 2 X Witness + CNIC and Mobile Numbers
q. Police Verification
r. Agency Agreement
s. OEM Certificate
t. ISO Certificate
u. Stock List with value
v. Company Profile/Broachers
w. Employees List
x. Firm Categories
y. Sole Proprietor Certificate
z. Partnership Deed
aa. Pvt Limited
ab. Memorandum of Articles
ac. Form 29 and Form A
ad. Incorporation Certificate

42. We solemnly undertake that all IT clauses marked as “Understood & Agreed" shall not be changed / withdrawn after tender opening. The IT provisions accepted shall form the baseline for subsequent contract negotiations.

Understood agreed ☐ Understood not agreed ☐

43. The above terms and conditions are confirmed in total for acceptance.

Understood agreed ☐ Understood not agreed ☐

44. Format of all forms and their relevant details are mentioned under:

Understood agreed ☐ Understood not agreed ☐

S No.	Annex	Detail
a.	Annex A to DP-1	DPL-15 (Warranty/ Guarantee Format)
b.	Annex B to DP-1	BG Format on Judicial paper
c.	Annex C to DP-1	Integrity Pact
d.	Annex D to DP-1	Undertaking for registration with DGDP
e.	Annex E to DP-1	Data for Issuance of Contracts on Bid Security/ Earnest Money
f.	Annex F to DP-1	Undertaking/ Non-Disclosure Agreement

Sincerely yours,

_____
(To be Signed by Officer Concerned)
Rank:_____
NAME:_____

ANNEX 'A'
To DP-1

DPL-15 (WARRANTY)

FIRM'S NAME: M/s_____
_____
_____
_____

1. We hereby guarantee that the articles supplied under the terms of this contract are produced new in accordance with approved drawings/specification and in all respect in accordance with the terms of the contract, and the materials used whether or not of our manufacture are in accordance with the latest appropriate standard specifications, as also in accordance with the terms of complete of good workmanship throughout and that we shall replace FOR/DDP Karachi free of cost every article or part thereof use or in use shall be found defective or not within the limits and tolerance of specifications requirement 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 a reasonable period, we shall refund the relevant cost FOR/DPP Karachi (As the case may be in currency in with received).

3. This warranty shall remain valid for **01 Year** after the acceptance of stores by the end user

The signature must be the same as that on the tender/contract, or if otherwise must be shown to be the signature of a person capable of giving a guarantee on behalf of the contractor

SIGNATURE_____

DATE_____

PLACE_____

ANNEX 'B'
To DP-1

BANK GUARANTEE FOR PERFORMANCE ON JUDICIAL STAMP PAPER OF RS. 100/- OR AS SUITABLE TO THE AMOUNT OF BG

(i) Contract No._____ dated _____
(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 Islamic Republic of Pakistan through the Controller of Military Accounts (Defence Purchase) Rawalpindi.

Sir,

1. Whereas your good self have entered into Contract No. _____ _____ dated _____ with Messer's_____
_____
(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 to you unconditionally on demand and/or without any reference to our Customer and amount not exceeding the sum or Rs. _____Rupees or FE (as applicable) _____ as would 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 of banking hours on the last date of the validity of this Bank Guarantee. Claim received thereafter shall not be entertained by 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 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)

ANNEX 'C'
To DP-1

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABALE BY THE SUPPLIER OF GOODS, SERVICES & WORKS IN

Contract No.
Contract Value:
Contract Title:

a. M/s _____ hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

b. Without limiting the generality of the foregoing, M/s _____represents and warrant that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, interest, privilege or other obligation or benefit in whatsoever from Government of Pakistan(GoP), except that which has been expressly declared pursuant hereto.

c. M/s _____ that it has made and shall make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP as referred to above and has not taken any action or shall not take any action or shall not take any action to circumvent the above declaration, representation or warranty.

d. M/s _____ accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be avoidable at the option of GoP.

e. Notwithstanding any rights and remedies exercised by GoP in this regard, agrees to indemnify GoP for any loss or damage incurred by GoP on account of the corrupt business practices of M/s _____ and further pay compensation to GoP in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by M/s _____as aforesaid for the purpose of obtaining or inducing the

f. Procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever from GoP.

_____ _____
[The Buyer] [The Supplier]

ANNEX 'D'
To DP-1

AFFIDAVIT/ UNDERTAKING
(FOR PROVISION REGISTRATION)
(ON JUDICAL OR E/STAMP PAPER WORTH RS 100/-)

1. I, Mr_____ having CINC No/ Passport No. _____ Authorized signatory/ Partner/MD /. Proprietor of M/s_____, do hereby solemnly affirm to DGDP, MoD, Rawalpindi that our firm M/s_____ will apply/ has applied for registration with Director General Defence Purchase (DGDP), MoD by submitting all the documents required for the registration on _____ (Insert date).

2. In case we do not apply for registration by the date mentioned above or it is found at any stage that our firm has not applied for registration with the DGDP, MoD as stated above, our firm shall be liable to disciplinary and legal action by the DGDP/ MoD or any of the organization of the MoD.

3. I also accept that any disciplinary and legal action taken by the MoD or any of its organization against my firm in this regard will not be challenged in any court of law.

Signature _____
Station: _____ Name: _____
Date: _____ Appointment in Firm _____

Note. Give complete address with telephone/fax numbers and email address.

ATTESTED BY OATH COMMISSIONER WITH STAMP

Annex'E'
To DP-1

NECESSARY DATA FOR ISSUANCE OF CONTRACTS ON BID SECURITY/ EARNEST MONEY

IMPORTANT

Each column must be filled in with BLOCK CAPITAL LETTERS, incompletion shall render disqualification.

1. Name : _____

2. Father's Name : _____

3. Address (Residential) : _____

_____

_____

4. Designation in Firm : _____

5. CNIC : _____
(Attach Copy of CNIC)

6. NTN : _____
(Attach Copy of NTN)

7. Firm's Address _____

_____

_____

8. Date of Establishment of Firm : _____

9. Firm's Registration Certificate with FBR/Chamber of Commerce/Registrar of Companies. (Attach Copy of relevant CERTIFICATE)

10. In case PARTNERSHIP (Attach particulars at serial 1,2,3,4,5 and 6 of each partner).

(Kindly fill in the above form and forward it under your own letter head with contact details)

Annex F
To DP-1

UNDERTAKING/ NON DISCLOSURE AGREEMENT

(To be given on affidavit dully attested by Oath Commissioner/Magistrate)

1. I _____
(Name & Appointment)

on behalf of _____
(Name for Firm / Contractor)

_____
(With address and Telephone Number)

2. Do hereby solemnly affirm to abide by the provision of Official Secrets Act 1923 and the conditions contained therein. Breach of these provisions on my part or any employee of the firm, in addition to any penalty under law, will render immediate cancellation of the contract and may lead to legal action beside completion of the reminder work by any other business concern considered suitable by the accepting office at our own risk.

3. M/s……. accepts full responsibility and strict liability to protect classified information contained in the contract however in any case this become essential to disclose the information classified as confidential or above to sub contractor (OEM), approval from the purchaser shall be sought. Infringement of aforesaid will render contract termination apart from legal action before the court of competent jurisdiction as per contract.

Sig _____
Status/Appointment _____
Place _____
Date _____

1. Signature of Witness _____
Name (in Block capital) _____
CNIC No _____ Seal & Date
(Please attach photocopy)
Address _____
_____

2. Signature of Witness _____
Name (in Block capital) _____
CNIC No _____ Seal & Date
(Please attach photocopy)
Address _____
_____

DP2

INVITATION TO TENDER FORM

1. Schedule to **Tender No 625018/R-2611/330425** dated 20 Nov 26**.** This tender will be closed for acceptance at 1030 Hours and **will be opened at 1100 Hours** on **10-12-2026**. Please drop tender in the Tender Box No 203.

2. You are requested to please use this Performa for price quotation, fill in the prices, affix your stamp on the same, sign it and forward it in original as your Commercial offer along with the covering letter of your firm. If you do not use this form as price quotations your offer might be rejected.

3. You are requested to please attach DP-1 and DP-3 alongwith your quotation duly signed & stamped. Same are available at www.ppra.org.pk.

S NO	DETAIL OF STORES	QTY/ UNIT	UNIT PRICE	GST (___%)	TOTAL PRICE
1.	**Part No: 8455-50-080-1152** Badge Cap CPOs Gold **Detailed Technical Specifications:** As per Annex "A" **Genral Requirements/ Instructions:** As per Annex "B"	**12,000 NOs**			
2.	**Part No: 8455-50-080-1153** Badge Cap POs Gold **Detailed Technical Specifications:** As per Annex "A" **Genral Requirements/ Instructions:** As per Annex "B"	**10,000 NOs**			
3.	**Part No: 8455-70-225-0684** Badge Cap Miniature Re for Sailors **Detailed Technical Specifications:** As per Annex "A" **Genral Requirements/ Instructions:** As per Annex "B"	**64,500 NOs**			
4.	**Part No: 8455-50-050-1173** Badge Cap for MT Staff Driver **Detailed Technical Specifications:** As per Annex "A" **Genral Requirements/ Instructions:** As per Annex "B"	**5,000 NOs**			
	Total Amount	(Without GST)		(With GST)	

Amount in words: _____

Terms & Conditions

1. **Terms of Payment.** 100% Payment of after delivery of stores and issuance of CRV (certified receipt voucher)

2. **Origin of Stores.** INDIGENOUS/ LOCAL

3. **Origin of OEM.** INDIGENOUS/ LOCAL

4. **Technical Scrutiny Report** Required

5. **Delivery Period.** 100% by 30 November 2027

6. Trade Link between firm and OEM

7. **Currency.** Pak Rupees.

8. **Basis for acceptance.** FOR/ DDP Karachi Basis

9. **Bid validity** The validity period of quotations must be indicated **and should invariably be 120 days from the date of opening of commercial offer or 30th June whichever is later**. Firm undertakes to extend validity of offer if required by equal number of original bid period (i.e. 120 days as per original offer) i.a.w PPRA Rules.

10. **Tendering procedure** Single Stage - Two Envelopes bidding procedure will be followed as per PPRA Rules.

11. **Earnest Money/Tender Bond**:- Your tender must be accompanied by a **Call Deposit Receipt (CDR)** in favor of CMA (DP) in separate envelope, Rawalpindi for the following amounts:-

a. **Rates for Contract**. The rate of earnest money and its maximum ceil for different categories OF FIRMS would be as under:-

(i) **Registered/Indexed/Pre-Qualified Firms**. 2% of the quoted value subject to maximum ceiling of **Rs. 0.500 Million.**

(ii) **Registered/Pre-Qualified but Un-indexed Firms**. 3% of the quoted value subject to maximum ceiling of **Rs. 0.750 Million.**

(iii) **Unregistered/not Pre-Qualified/Un-indexed Firms**. 5% of the quoted value subject to maximum ceiling of **Rs. 1.000 Million.**

b. Photocopy of EM must be attached with Technical Offer as proof after hiding the amount with black Bold Marker.

c. **Return of Earnest Money**

(i) Earnest money to the unsuccessful bidders will be returned on finalization of the contract.

(ii) Earnest money of the firm/firms with whom contract is concluded will be returned on submission of Bank Guarantee and its acceptance by CMA (DP).

12. **Special Note**.

All Participating firms must submit technical offers in duplicate (one for TSR committee and one for DP (Navy) record).

a. Unregistered (Not registered with Directorate General Defense Purchase) firms must provide the documentary evidence of their financial capability to undertake the project.

b. Unregistered firms are to submit a certificate along with their Technical offer stating that the firm is not black listed by any government organization and not under disciplinary trial or embargo.

c. Only registered suppliers on Active Taxpayers List (ATL) of FBR are eligible to participate in the Tender and submit quote.

d. Release of payments is subject to mandatory submission of Filer Certificate duly issued by FBR showing the name of supplier on active Taxpayers List (ATL). No payment will be released by CMA (DP) unless latest Filer Certificate duly issued by FBR showing the name of supplier on its Active Taxpayers list is submitted alongwith payment documents.

e. In case of Pakistani firms, sales tax, NTN and income tax registration certificates are to be attached with the offer. These certificates are mandatory with the BID, otherwise offer shall be REJECTED.

f. Company registration certificates are to be attached with offer.

g. Requisite amount of earnest money (in shape of CDR/Demand Draft/Pay Order in the favour of CMA (DP)) is to be attached **in separate envelop in sealed condition with the Technical offer**. Photocopy of the same shall also be attached with DP-2 as a testimony. **Cheques/ crossed cheques shall not be accepted. Technical offers received without earnest money shall not be accepted and will be rejected on spot. Tender Opening Board is authorized to check earnest money. AUTHORIZATION LETTER IS MANDATORY FORM YOUR PRINCIPAL FIRM AT THE TIME OF PARTICIPATION IN TENDER.**

h. **UNDER TAKING ON STAMP PAPER W.R.T ADEQUACY OF SUBMITTED EARNEST MONEY IS ALSO BE ENCLOSED.**

j. Duly completed Form DP-1 and DP-3 are to be attached with Technical Offer.

k. DP-2 Form shall also be submitted with Technical Offer without mentioning of prices. Moreover, compliance or otherwise against each para/ requirement of Annex A & B duly signed & stamped by firm authorized rep is to provided for technical scrutiny.

l. Price preference is admissible to local manufacturers over foreign vendors as per PPRA Rules.

m. Tender having single item with different sizes will be dealt as a package depending on overall cost/ lowest bid.

m. In case of multiple options quoted by firm, offer will be rejected.

NOTE: IN CASE OF FAILURE TO COMPLY ABOVE INSTRUCTIONS, TERMS AND CONDITIONS, OFFER WILL LIABLE FOR REJECTION.

SPECIFICATIONS

PAKISTAN NAVY SPECIFICATION 01/2022
PROMULGATION DATE: 15 APRIL 2022

CAP BADGES FOR CPOs, PO, LEADING & BELOW AND MECHANICAL TRANSPORT (MT)

This document is the property of the Pakistan Navy and its use is authorized for personnel in the course of their Inspection, Quality Assurance, Stowage, and Issuance on need to know basis. The unofficial retention or destruction of this document is an offence.

Prepared by:

Directorate Indigenous
Technical Development (South)
ITD Wing, Naval Research &
Development Institute (NRDI)
At NSSD Area West Wharf Road
KARACHI.

Tel: 021 48508410
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Email: ditd-s@paknavy.gov.pk

PROMULGATION ORDER

1. This specification is hereby approved and promulgated for information, guidance and compliance by the relevant person.

2. Details contained in the specification are to be studied, interpreted and implemented with due regards to the interest of the Service.

SUGGESTIONS FOR AMENDMENT

1. The specification has been prepared to bring the test methods and procedures in line with up-to-date PN requirements and facilities held in Pakistan. CINS may request to amend any test requirement/ test procedure in light of the experience emanating from its inspection history, through the feedback form placed at Annex F. However, such an alteration will be effective when the amendment is promulgated by this Directorate, and will be effective on the contracts which materialize after the promulgation date of respective amendment.

Lt PN Sajjad Umer (ADP 33 PRE AND PCS) 29 Nov 26, 1425 hrs

CONTENTS	
DESCRIPTION	**PAGE NO**
Promulgation Order	ii
Suggestions for Amendment	ii
Table of content	iii
Record of Changes/ Amendements	iv
Details	
Designation	1
Usage	1
Introduction	1
Scope	1
Related Documents	1
Definitions& Abbreviations	2
Technical Details of Cap Badges	2
Drawing	2
Guideline for Manufacturing of Cap Badges	2
Quality of Workmanship and finishing	3
Testing	3
Batch/ lot size and No. of samples	3
Tender Sample	3
Advance Sample	4
Inspection	4
Stamping of Accepted/ Rejected Stores by Inspector	5
Packing and Preservation details	5
Identification Label	6
Packing List	6
Marking of Stores	6
Delivery	7
Annexes:	
A. Definitions & Abbreviations	8
B. Technical Details of Cap Badges	9
C. Drawings of Cap Badges	11
D. General Defects	15
E. Acceptable Quality Level (AQL) Cap Badges	17
F. Feed Back Form	19
Blank page	20

PN SPECIFICATION NO 01/2022
CAP BADGES FOR (CPOs, PO, LEADING & BELOW AND MT)

0101. DESIGNATION

1. Cap Badges for CPOs, PO, Leading & below and MT.

0102. USAGE

1. These Cap Badges will be worn by CPOs, PO, Leading & Below and MT on their relevant Cap.

0103. INTRODUCTION

1. This specification is prepared by Directorate of Indigenous Technical Development, Karachi, to provide necessary guidance to the potential manufacturers/ suppliers of the items mentioned herein. This specification is to be used for testing and deciding upon acceptance, or otherwise, of the items mentioned. Any alteration or addition in this specification can be suggested to ITD Directorate. However, it cannot be implemented without prior approval of DNS. This specification supersedes/ replace PN/UNIFORM/08/2000, and PN/UNIFORM/09/2000, and all other specifications/ Technical details promulgated earlier in relation to the items mentioned herein.

2. This specification booklet includes 06 Annexes and consists of 24 pages, including the cover.

0104. SCOPE

1. This specification covers the technical/ manufacturing requirements of Cap Badges. It defines and lays down the quality, standards, and details of materials, workmanship and finish. It also defines briefly procedure of sampling, testing, inspection acceptance/ rejection, marking, preservation, packing and delivery etc.

2. The supplier/ manufacturer shall comply in every respect with the terms of this specification and ensure that the stores conform to it, in all respects.

0105. RELATED DOCUMENTS

1. The latest standards documents that have been referred to in this specification are:

a.	AATCC-20 A	Fiber Analysis – Qualitative
b.	AATCC 16	Color fastness to light
c.	AATCC 8	Color fastness to crocking
d.	ASTM D1874	Thickness of fabric
e.	ASTM E 1085	Method for analysis of low alloy steel
f.	ISO 105 J03	Method for calculating a color difference
g.	ISO 7211/1	Type of weave
h.	ISO 7211/2	Number of Threads/ Inch
j.	ISO 7211/5	linear density of yarn removed from fabric

k.	ISO 3801	Mass / Length and Mass/ Area
l.	ISO 105 E01	Color fastness to Water
m.	ISO 23559	Guidance on the testing of thermoplastic film

0106. **DEFINITIONS & ABBREVIATIONS**

1. Definitions and abbreviations for the terms used in this standard are given at Annex A of this specification.

0107. **TECHNICAL DETAILS OF CAP BADGES**

1. The Technical Details of Cap Badges are mentioned at Annex B of this specification.

0108. **DRAWINGS**

1. All dimension of drawing is given at Annex C.

0109. **GUIDELINES FOR MANUFACTURING OF CAP BADGES**

1. The Cap badges for CPOs, PO, Leading & below and MT are to be manufactured as per drawing at Annex C. The texture, feel and finish shall be best of its class and to the entire satisfaction of Inspector.

2. Embroidery shall be done with Tilla (Zarri & Gijaai) for CPOs, PO and MT cap badges. Red embroidery thread will be used for Cap Badges of Leading & below as per drawing attached at Annex C of this specification.

3. Embroidery shall be neat. It shall be done by hand/ machine.

4. Base fabric and lining cloth shall be closely stitched with the P.C adhesion cloth/ Bukram Padding interlining to give a firm look.

5. The sewing/ stitching thread 2/31.5 Tex should match with the Base cloth i.e. Pantone 19-4007 TCX and polyester.

6. Manufacture is liable to pay all the testing charges.

7. Metal wire used should be copper electroplated with silver and gold metals and same are finished with clear lacquer.

8. Embroidery shall be carried out with textile yarn described in Annex B.

9. Sewing shall be securely finished off.

Note: Card board/ paper may not be used as adhesive in interlining.

0110. **QUALITY OF WORKMANSHIP AND FINISHING**

1. Workmanship and finish of Cap Badges shall be equal to the reference/ approved samples/ sealed pattern. It shall be the best of its class and to entire satisfaction of the INS.

2. The stitched Cap Badges shall confirm the parameters define at Annex B of this specification.

3. All properties and qualities which may not be define in this specification i.e feel/ finish etc. should be as per reference/ sealed / approved sample. Reference/ sealed approved samples is to be obtained from DNS/ PNCSD and held with DNS/ PNCSD/ CINS, for future reference/ inspection/ stock sample etc.

0111. **TESTING**

1. The material shall be subjected to tests laid down in this specification at Annex B and related documents. At least 10 x samples of Cap Badges along with accessories will be required to complete all the tests mentioned at Annex B of this specification. The material may also be subjected to such tests which are deemed necessary by the Inspection Authority in order to determine their suitability. Inspecting Authority reserves the right to get any B/R samples tested from any reputable Laboratory other than PN. However, any test considered important by Inspecting Authority other than Annex B may also be conducted in order to check its Quality.

0112. **BATCH/ LOT SIZE AND NO. OF SAMPLES**

1. No of samples drawn from bulk quantity/ offered store for inspection & testing should be as per instructions of Inspecting Officer or according to following table:

Batch/ Lot Size	No. Samples
300 ≥800	10
801≥22000	15
22001and over	20

0113. **TENDER SAMPLE**

1. Tender sample to be approved by TSR Committee.

2. For each contract 10 x samples of Cap Badges for **"each category"** shall be supplied by the manufacturer at the time of tendering along with samples of materials used in manufacturing Cap Badges for inspection as follows:

a.	Base fabric cloth	1.5 meter
b.	Stitching thread	50 gms
c.	Embroidery thread of each colour	50 gm Tilla (Zarri & Gijaai)
d.	Lining cloth	1.5 meter

0114. **ADVANCE SAMPLE**

1. Advance sample or pre-production sample, when required, shall be submitted in accordance with terms of the contract for Inspection and Testing as per Annex B, C & D and approved by CINS. The minimum quantities required are 10 x samples along with samples of materials used in manufacturing of Cap Badges as mentioned above.

2. Whenever Tender, advance or pre-production sample is not required, the suppliers/ manufacturer are advised in their own interest to submit to the Inspecting Officer or his representative an initial delivery of One % of the contract or 10 x samples of each along with samples of accessories/ materials for inspection and testing.

3. The approval of the sample, authorizes the commencement of bulk production but does not relieve the suppliers/ manufactures from compliance with all the provisions of this specification.

4. One approved sample shall be properly sealed by INS and returned to the firm for guidance; rest of the approved sample shall be retained by INS for future use in bulk Inspection (if deemed necessary).

5. The Pre-production sample shall be manufactured by the manufacturer with the same facilitates which will be used for manufacture of the bulk items.

6. Firm shall provide advance sample along with quality verification reports from an accredited laboratory, whenever asked/ required by Inspecting authority to ensure compliance of quality assurance parameters during production/ final internal inspection.

7. Internal/ external inspection will be carried out by the manufacturer prior call for Naval Inspection at firm premises.

0115. **INSPECTION**

1. Bulk Representative Sample. (B/R) random sampling will be carried out as per procedure/ criteria in vogue.

2. Bulk Inspection. Bulk inspection will be carried out after satisfactory completion of Visual Examination and Testing of B/R Sample as per Annex B and C.

3. Inspection of Cap Badges. 100% of the offered store shall be inspected. The guide lines for such examination/ inspection are listed at Annex D Stage inspection of Cap Badges may be carried out as considered appropriate by INS.

4. Inspection/ Acceptance and Rejection of Stores. Inspection/ acceptance is to be carried out to the entire satisfaction of Chief Inspector of Naval Stores or as per instruction/ procedure laid down in unit/department Standing Order

a. The Cap Badges shall be examined for the correctness of material, shape, design, dimension, size, workmanship and finish.

b. Cap Badges shall be inspected especially for stitching and finishing, weaving defects, defective shape, discoloration/ fading, pinholes. Stitching, dimensions and embroidery of Cap Badges are to be especially checked.

c. INS reserves the right to reject the whole supply in case, upon examination, material or packing of any sample or portion of the consignment is found NOT CONFORMING to this specification. All stores and packing NOT fully in accordance with this specification shall be rejected.

d. If on examination of 5% of any delivery, 20% of those examined from bulk supply are found NOT CONFORMING to this specification in respect of the pattern, dimensions, workmanship and finish, the whole consignment may be rejected without any compromise.

e. All stores and packing NOT fully in accordance with this specification shall be rejected.

f. Cap Badges with major defects as described in Annex D of this specification will be rejected.

5. The INS is the authority in all matters pertaining to Inspection.

0116. STAMPING OF ACCEPTED/ REJECTED STORES BY THE INSPECTOR

1. While stamping of accepted/ rejected stores following instructions are to be followed:

a. Stamping of Accepted Stores. Acceptable Cap Badges 10 in No shall be packed in polythene bag and stamped with Inspector's Individual Acceptance Mark's on masking tape or as per instructions of Inspecting Officer. The stamping shall be legible.

b. Stamping of Rejected Stores. Rejected Cap Badges 10 in No shall be packed in polythene bag and stamped/ marked with Inspector's Rejection Mark to avoid re-submission by the supplier.

c. The Inspector is the Authority in all matters pertaining to Inspection.

0117. PACKING AND PRESERVATION DETAILS

1. Preservative treatment and quality of packing shall be examined/ tested as the inspector may consider necessary in order to determine whether they conform to this specification.

a. Packing Details. The store when ordered to be delivered 'PACKED' shall be packed as following instructions:

(1) Each Cap Badges shall be wrapped in butter paper, then in a polythene sheet in neat and tidy condition.

(2) 50 x cap badges shall be packed in an additional larger polythene sheet.

(3) 20 x such larger polythene sheets shall be further packed in a thick card board box.

(4) Each card board box packing shall be securely and properly packed with packing list.

0118. **IDENTIFICATION LABEL**

1. Each Cap Badges shall bear following minimum information written on polyethylene packing:

a. Item name/ item description with size and NSN/ Patt No.
b. Contract number and Date.
c. Year of manufacture.
d. Firm's name, initials, or trade mark.
e. Batch no.

0119. **PACKING LIST**

1. Firm is bound to provide a packing list of store offered for inspection along with the challan, which include complete details about the store i.e. Pattern No., Description of stores, size, quantity, contract No., and date, Challan No. date and I/Note No. or voucher no. and date, consignee, Manufacturer/ firm's name, date of packing and packer's signature, QA certificate/ Lab test report from any accredited lab.

0120. **MARKING OF STORES**

1. In addition to any special marking required by contract or order, the marking of packages shall be stenciled with quick drying Black ink/ Paint with clearly defined characters as described below:

a. On Front and Top

(1) Consignee Address.
(2) Contract No and date.
(3) Description of Stores Packed and NSN/ Patt No.
(4) Stowage/ Stacking Instructions.
(5) Quantity of the Item packed.
(6) Signature along with stamp of Packaging Manager/ rep of firm.

b. On Back

(1) Manufacturers name/ Firm's name.
(2) Voucher No. or inspection note no. and date.
(3) The No. of individual Package and the total No of Packages in the consignment joined by the word 'of 'e.g. 2 of 300.

(4) Weight of the package.
(5) Month and year of packing.
(6) Destination i.e. Railway station/ (Navy).

0121. **DELIVERY**

1. The consignment of store will be delivered in accordance with the terms of contract.

2. The store shall be delivered in Brand new, clean and dry condition.

3. The contractor/ manufacturer is fully responsible for the safety of the supplies during inspection, stage inspection, storage at firm's and consignee premises, proper packing, dispatch and delivery up to consignee.

XXXXX SD XXXXX

MUHAMMAD AFSAR
Captain Pakistan Navy
Director

Annexes:

A.	Definitions & Abbreviations	8
B.	Technical Details of Cap Badges	9
C.	Drawings of Cap Badges	11
D.	General Defects	15
E.	Acceptable Quality levels (AQL) for Cap Badges	17
F.	Feed Back Form	19
Blank page		20

Lt PN Sajjad Umer (ADP 33 PRE AND POST) 19 Nov 25, 1425 hrs

ANNEX A TO
PN SPECIFICATION NO.01/2022
PROMULGATION DATE 15 APR 22

DEFINITIONS & ABBREVIATIONS

1. DEFINITIONS

a. Following definitions are used in this specification and will be adopted for use:

(1) Inspector. The term inspector shall include the "Inspection Authority", Inspecting Officers and their representatives, duly authorized for the purpose of discharging inspection duties involved.

(2) Inspection Authority. Chief Inspector of Naval Stores (CINS). His verdict in respect of Sealed Inspection matters is to be taken as final.

(3) Inspecting Officers. An Officers nominated by the CINS for carrying out inspection of stores supplied by the supplier, against a specified contract or order, in accordance with the particulars stipulated therein.

(4) Acceptance Quality Levels (AQLs). It represent allowable limit/ tolerance of defects or non-conformities in an offered store/ lot/ batch. It represent in percentage, also known as Allowable Quality Limits.

(5) Minor Defects. They are small insignificant issues that don't affect the function or form of the item. Highest tolerance of AQL has been set for minor defects.

(6) Major Defects. They would likely result in product return but don't poses safety risk. AQL tolerance depend upon the description/ quality of finished product.

2. ABBREVIATIONS

a. Following abbreviations are used in this specification and will be adopted for use:

(1)	CINS:	Chief Inspector of Naval Stores.
(2)	DITD:	Directorate of Indigenous Technical Development.
(3)	DNS:	Directorate of Naval Store.
(4)	PNCSD:	Pakistan Navy Clothing Store Depot.
(5)	PNCTA:	Pakistan Navy Central Testing Authority.

ANNEX B TO
PN SPECIFICATION NO. 01/2022
PROMULGATION DATE 15 APR 22

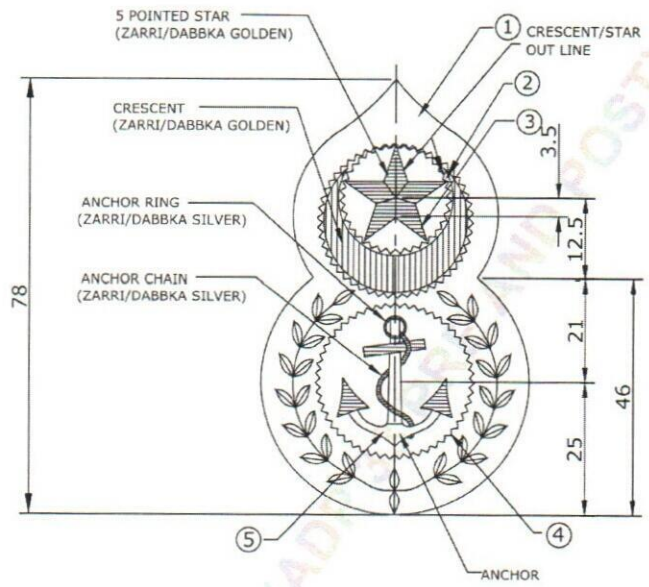
TECHNICAL DETAILS OF CAP BADGES

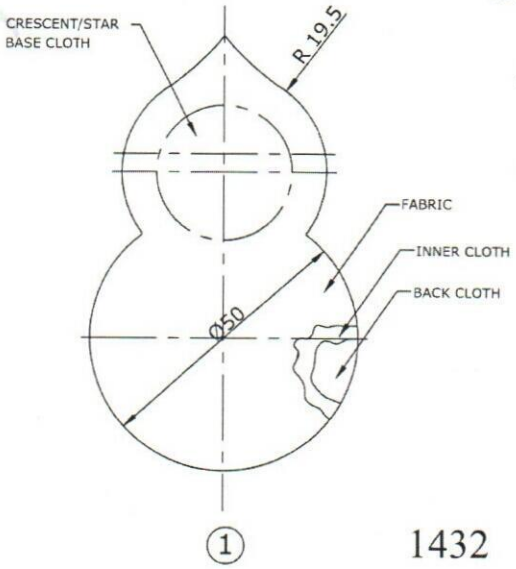
S NO		TESTS	METHODS	REQUIREMENT
1.	**Base Fabric Material Specification**			
	a.	Material (Blazer fabric)	AATCC 20A	80 ± 02% Wool 20 ± 02% Cotton
	b.	Linear Density	ISO 7211/5	
		(1) Warp		$6^s \pm 1^s$
		(2) Weft		$8^s \pm 1^s$
	c.	Weight/sq meter in grams	ISO-3801	315 gm ± 10 gm
	d.	Thread/ Inch	ISO 7211/2	
		(1) Warp		32 ± 02
		(2) Weft		27 ± 02
	e.	Weave	ISO 7211/1	Plain (1x1)
	f.	Colour (Pantone)	ISO 105 J03	19-4007 TCX
2.	**Base Fabric Performance Testing**			
	a.	Color fastness to Light (1) Change in shade	AATCC 16	GS 4 or better
	b.	Color fastness to Water	ISO 105 E01	GS 4 or better
	c.	Color fastness to Rubbing	AATCC 8	
		(1) Dry		GS 4 or better
		(2) Weft		
3.	**Lining Cloth**			
	a.	Material	AATCC 20A	PC Cloth/ Cotton
	b.	Weight/sq Meter in grams	ISO-3801	160 ± 10gm
	c.	Thread/Inch	ISO 7211/2	
		(1) Warp		140 ± 02
		(2) Weft		85 ± 02
	d.	Weave	ISO 7211/1	Twill (2x2)
	e.	Colour (Pantone Shade)	ISO 105 J03	18-1655 TCX
4.	**Lining cloth Performance Testing**			
	a.	Color fastness to Light (1) Change in shade	AATCC 16	GS 4 or better
	b.	Color fastness to Water	ISO 105 E01	GS 4 or better
	c.	Color fastness to Rubbing	AATCC 8	
		(1) Dry		GS 4 or better
		(2) Wet		
5.	**Interlining**			
	a.	Material	AATCC 20A	P.C adhesion cloth/ Bukram Padding
		(1) Thickness	ASTM D1874	0.50mm
		(2) Wt/ Sq mtr	ISO 3801	162 g/m^2
6.	**Embellishment for CPOs, PO and MT Cap Badges**			
	a.	Material		
		(1) Anchor	Visual analysis	Stainless Steel

		(2) Ring (3) Anchor pointed ends		Zarri/ Dabka Zarri/ Dabka
	b.	Wreath (CPOs) (1) Centre line (Golden) (2) Embroidery of wreath (Golden) (3) Ring around the Anchor (Golden)	Visual analysis	 Giajii Zarri/ Dabka Gijaii
	c.	Crescent (1) Out line (2) Embroidery	Visual analysis	 Gijaii Zarri/ dabka
	d.	Five pointed Star (1) Out line (2) Embroidery		 Gijai Dabka
	e.	Base cloth for Crescent Star		(Red velvet)BCC 210
	f.	Material of Gijaii and Zarri	ASTM E 1085	Zinc (0.09 %) coated Copper wire
	g.	Colour (Pantone) (1) Gijaai (2) Gijaai (3) Zarri (4) Zarri	ISO 105 J03/ visual Rich Golden color Silver color Rich Golden color Silver color	 16-0836 TPX 14-5002 TPX 16-0836 TPX 14-5002 TPX
7.	**Embroidery thread for leading & below**		Visual analysis	
	a.	Anchor		Red in colour (BCC 210) or equvalient Pantone sahde.
	b.	Crescent		
	c.	Ring around Anchor		
	d.	Five pointed Star		
8.	**Stitching Thread Specification**			
	a.	Material	AATCC 20 A	Polyester
	b.	Construction	Visual analysis	02 cord each single
	c.	Shade (Pantone) Black- Anthracite	Visual analysis	19-4007 TCX
9.	**Plastic**			
	a.	Material	ISO 23559	Polymeric Sheet
	b.	Thickness	Physical analysis	2.5mm ± 0.5mm

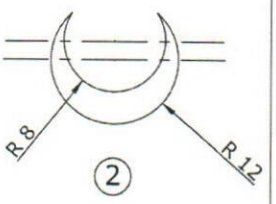
TECHNICAL DRAWING CAP BADGE (CPO's)

ANNEX C TO
PROMULGATION DATE: DEC 21
PN SPECIFICATION NO 21/2021





1

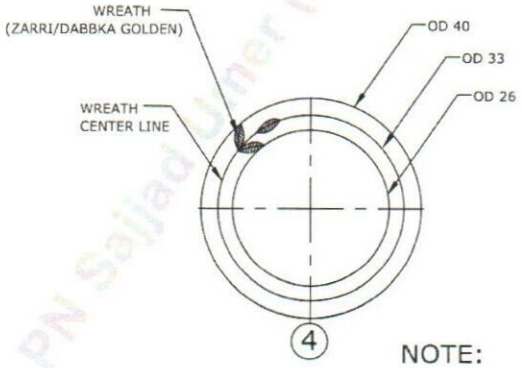


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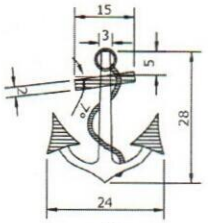


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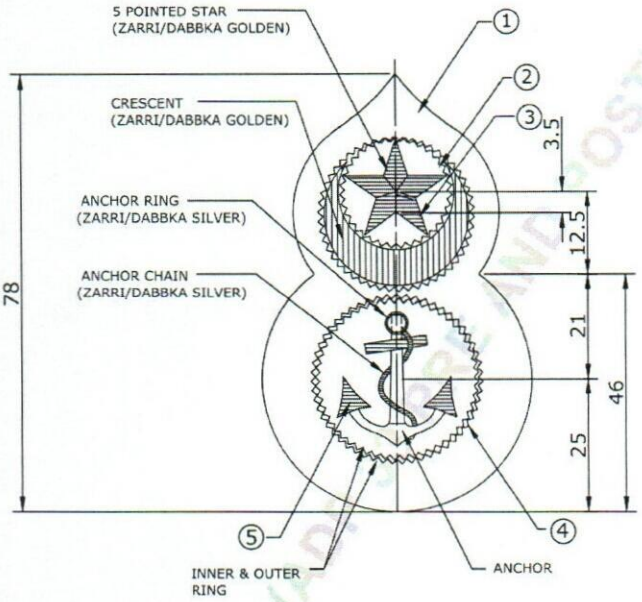
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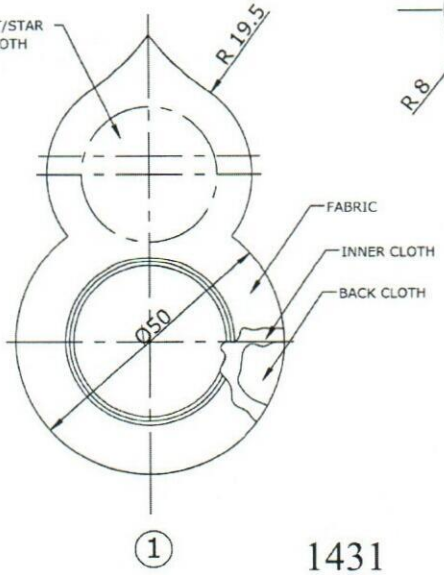
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FOR FURTHER DETAILS SEE STOCK/APPROVED SAMPLE

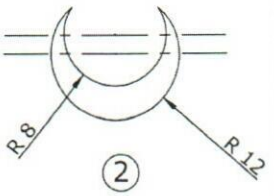
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DATE: 20-12-2021	SCALE: N.T.S	
REVISION NO. 01	REVISION DATE :28-03-2022	
DRAWN BY	CHECKED BY	APPROVED BY
xxxsdxxx	xxxsdxxx	xxxsdxxx
ADNAN NISAR D/MAN	LT CDR SANA KANWAL SO TEXTILE	CAPTAIN MUHAMMAD AFSAR DID

Lt PN Sajjad Usher (ADMIN) PN HQ KARACHI POST 19

TECHNICAL DRAWING CAP BADGE (PO's)

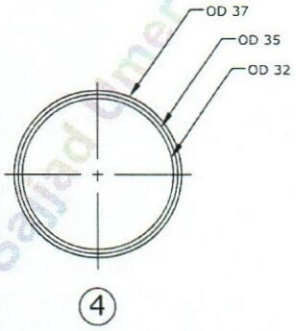


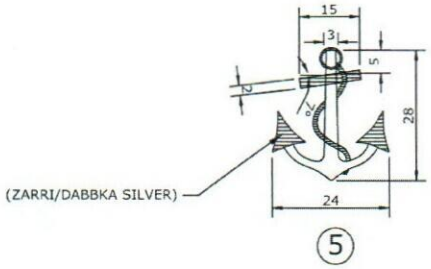






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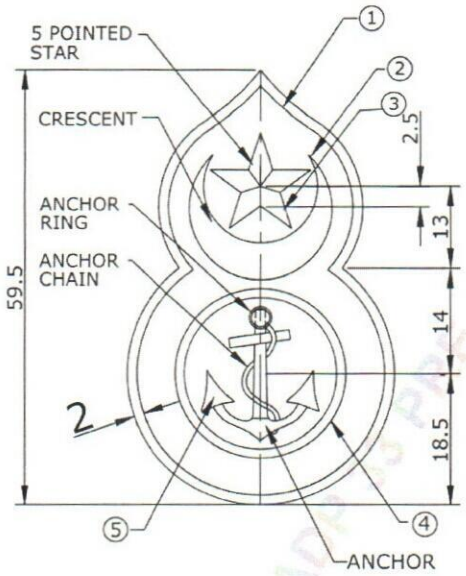


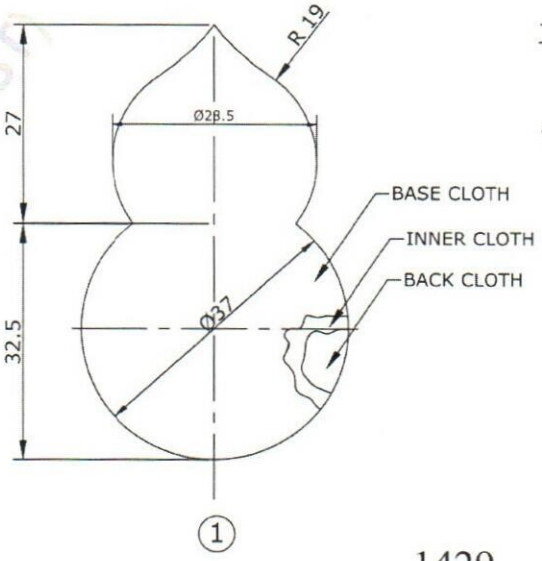
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ADNAN NISAR D/MAN	LT CDR SANA KANWAL SO TEXTILE	CAPTAIN MUHAMMAD AFSAR DID

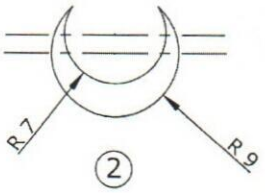
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FOR FURTHER DETAILS SEE STOCK/APPROVED SAMPLE

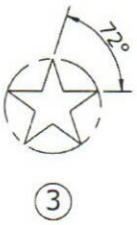
Lt PN Sajjad Umer (Retd) (A DIRECTORATE OF JOINT STAFF HEADQUARTERS)

TECHNICAL DRAWING CAP BADGE (LEADING & BELOW)

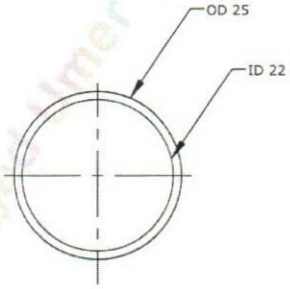


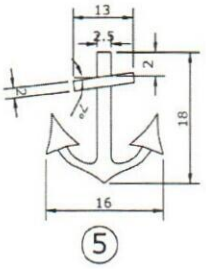






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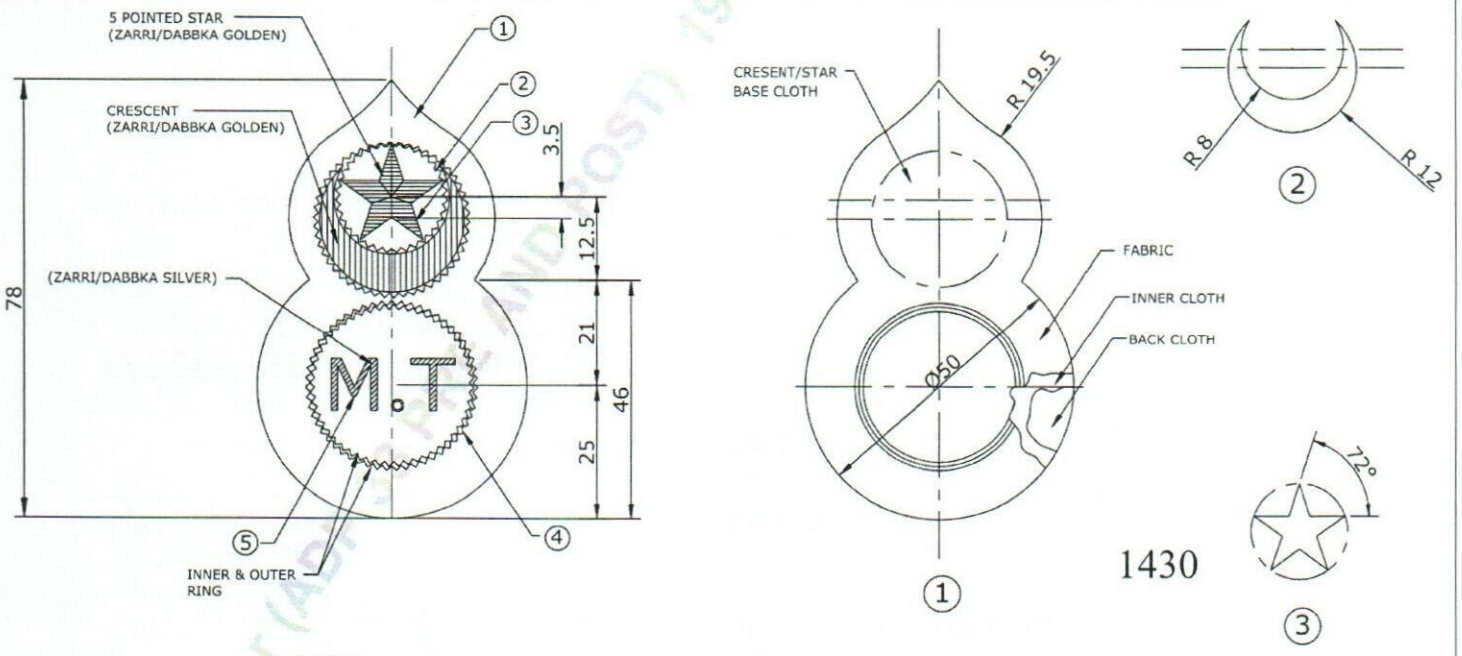


NOTE:
FOR FURTHER DETAILS SEE STOCK/APPROVED SAMPLE

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ADNAN NISAR D/MAN	LT CDR SANA KANWAL SO TEXTILE	CAPTAIN MUHAMMAD AFSAR DID

Lt PN Sailor Turner (ADP) IS PRE AND POST 19

TECHNICAL DRAWING CAP BADGE (MT)



NOTE:
FOR FURTHER DETAILS SEE STOCK/APPROVED SAMPLE

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ADNAN NISAR D/MAN	LT CDR SANA KANWAL SO TEXTILE	CAPTAIN MUHAMMAD AFSAR DID

Lt PN Sajjad Umer (ADP-PPE AND HOST) 19

ANNEX D TO
PN SPECIFICATION NO. 01/2022
PROMULGATION DATE 15 APR 22

GENERAL DEFECTS

S.No	Defects	Possible Cause	Type of Defects Major/Minor
1.	**FABRIC**		
a.	Barre: horizontal stripes of uniform or variable width in Fabric or periodic lateral irregularity	• Possible due to lower tension in one of the feeders, loops formed in the knitted cycle initiated by that particular feeder were slightly larger than the rest thus causing an embossed appearance in the form of stripes. • Individual yarns differ w.r.t count properties or structure. • Different course Length.	Major
b.	Skewed fabric: The shape of the fabric is distorted. Wales and courses are angular.	• This can be a result of uneven take down roller setting. It is a generic feature of circular knits because of the spiral movement of the needles.	Within allowable limit then minor otherwise major.
c.	Foreign Fly between loops of constructed fabric	• Unclean environment or improper maintenance of machine can cause fly to end up in the knitting zone where it becomes part of the fabric.	Major if it is visible.
d.	Thin Yarn/ Thick yarn	• One of the feeder is receiving yarn from a spool that has finer yarn or coarser yarn.	Major
e.	Horizontal band of different color on bottom	• This happens due to a change of bobbin in the knitting machine. Different lots of yarn can have slight shade variations which can produced shade differences in fabric.	Major
f.	Laddering: Vertical stripes can be observed as longitude lineal gap in fabric	• Continued knitting with a broken needle. • Incorrect closing of the hook by the latch. • Shift latches and needles.	Major
g.	Deliberate cut placed in fabric	• A rib defect occurred during knitting which was detected by QC who placed a cut on the defect to	Major

		ensure that the garment does not go through further stages.	
h.	Hole: Crack of yarn or breakage	• High yarn irregularity, poorly lubricated yarn, weak knot or slub present in yarn.	Depend upon the size. If it's visible and larger in size then its major.
2.	**PRE-TREATMENT**		
a.	Pinhole	• The presence of Fe^{2+} ions accelerates peroxide bleaching. If the fabric has just residue on it or localized iron contamination the bleaching process will damage the fibers causing a hole.	Depend upon the frequency of the fault, if it occur frequently then its major.
3.	**DYEING**		
a.	Shade difference	• This occur due to the variation in dye or dyeing procedure. • Improper cutting of pieces, bundling and numbering. • Different batch mixing.	Major
b.	Stain of oil, food, drink, ink etc.	• This occur due to spill of oil, ink, food, drinks on the garment.	If it is easily washable then minor.
4.	**STITCHING**		
a.	Seam puckering: gathering of a seam either just after sewing or after laundering.	• Due to uneven stitching on to plies of fabric, improper thread tension, wrong sewing thread etc.	Minor when it is not visible
b.	Open Seam or broke seam: Portion of garment that has not been covered by sewing thread.	• Due to improper handling of the part/ piece of fabric, improper setting and timing between needle and looped or rook etc.	Major
c.	Broken Stitch: Non continuous Sewing thread	• Due to improper timing or machine usage.	Minor
d.	Drop stitched/ skipped Stitched Irregular stitching along the seam	• It appears due to improper handling of cut pieces or machine usage.	Minor

ANNEX E TO
PN SPECIFICATION NO.01/2022
PROMULGATION DATE 15 APR 22

Acceptable Quality Levels (AQL) Cap Badges

1. Acceptable Quality Level (AQL) is maximum average defective items in a lot or limit / percentage of defective items in product/ offered store. It is expressed in a percentage. Number of average defective items is determined by following formula:

$$\text{Average defective item} = \frac{\text{No.of defective item found during inspection}}{\text{Total no.of item to be inspected}} \times 100$$

2. AQL process: it is used for inspection of finished product by the QC professionals. AQL standard is depend on the quality of the product to be inspected, random sampling, and experience of inspector. Following AQL table is used to determine lot size/ offered store quantity, least No. of sample to be inspected, AQL%, and acceptance & rejection points:

Lot/Batch Size	Sample Size	Materials		Finished Shoulder Badges • Acceptable/ Allowable defective sample (Ac) • Rejected /Exceed allowable limit of defective item (Re)					
				Critical Defects		Major Defects		Minor Defects	
		Ac	Re	Ac	Re	Ac	Re	Ac	Re
2 - 8	2	0	1	0	1	0	1	0	1
9 - 15	3	0	1	0	1	0	1	0	1
16 - 25	5	0	1	0	1	1	2	1	2
26 - 50	8	0	1	0	1	1	2	1	2
51 - 90	13	1	2	1	2	1	2	2	3
91 - 150	20	1	2	1	2	2	3	3	4
151 -280	32	2	3	2	3	3	4	5	6
281 - 500	50	3	4	3	4	5	6	7	8
501 - 1200	80	5	6	5	6	7	8	10	11
1201 - 3200	125	7	8	7	8	10	11	14	15
3201 - 10000	200	10	11	10	11	14	15	21	22
10001 - 35000	315	14	15	14	15	21	22	21	22
35001 - 150000	500	21	22	21	22	21	22	21	22
150001 - 500000	800	21	22	21	22	21	22	21	22
500001 - Over	1250	21	22	21	22	21	22	21	22

3. If the inspector have time constrain then AQL is beneficial/ helpful in inspection of whole lot/ offered store. It safe time, cost and give effective/ statistical result of product /offered store. **e.g**. If inspector needs 1 minute to check the item , the quantity to be

inspected is 2,500 items then it took 42 hours to check the whole consignment/ offered store. It means 26 days approx. for one store. Calculation is as follows:

$$\frac{1\ \text{min} \times 1\ hr}{1\ item\ \times 60\ min} \times 2{,}500\ items = 42\ hrs \cong 02\ days$$

After Implementing AQL standard so the sample taken from the lot/ offered store is 200 items/ sample:

$$\frac{1\ \text{min} \times 1\ hr}{1\ item\ \times 60\ min} \times 2{,}00\ items = 3.33\ hrs \cong half\ quarter\ od\ a\ day$$

4. Quality parameters/ AQL limits may be defined by Inspecting Authority (if deemed appropriate) and communicate to the manufacturer, so the manufacturer set their quality levels (AQL limits) accordingly for their internal audit. Therefore, good quality product is ready for inspection.

Lt PN Saijad Umer (ADP 33 PRE AND POST) 26 Nov 1425

ANNEX F TO
PN SPECIFICATION NO.01/2022
PROMULGATION DATE 15 APR 22

FEED BACK FORM

Unit Name: _____

Item Description#: _____

Issue/Problem occurred: _____

PN SPEC #: _____

Possibility to resolve Issue: _____

_____

_____

Any Other Remarks: _____

_____

Note:

- It's good to give feedback for improvement in any clothing Item.
- Recurring problem will also be intimated through this form.

Name Stamp

COUNTERSIGNED By CO/Admin Authority

Name Stamp

Lt PN Sajjad Umer (ADP 33 PNE AND POST) 19 Nov 26, 14:

GENERAL TERMS AND CONDITIONS – CAP BADGES

S NO	GENERAL REQUIREMENTS, TERMS/ CONDITIONS
1.	PENALTY a. The Supplier before making the shipment shall carry out complete test of the equipment at its facilities to ensure that the same has been manufactured as per specifications. In case the equipment does not pass the test/ trials, Purchaser has the right to outright reject the equipment or impose penalty at the rate of 10- 15% of the value of the relevant equipment/ items. b. The penalty shall not absolve the Supplier to undertake the repairs in Pakistan or abroad at his cost and expense including freight charges. This shall be in addition to the penalties and obligations covered in the contract like warranty/ guarantee obligations on Form DPL-15.
2.	SCOPE OF SUPPLY/ WORK a. The Supplier undertakes to deliver equipment/goods/stores including Supplies and Services to the Purchaser on FOR/ FOB Karachi basis as per INCOTERMS 2020 as per details specified in Annex-A (Technical Specifications) and General Terms and Conditions given at Annex-B to this Indent. b. The Supplier shall, in accordance with the terms and conditions as set forth in the Indent, with due care and diligence, provide the equipment/goods/stores and supply the Services within the date(s) specified in the Project Time Schedule.
3.	CONTRACT COMPLETION CERTIFICATES Upon completion of all contractual obligations under this Contract, the Supplier shall submit a "No Demand Certificate" to the Purchaser stating that no stores/ goods, Supplies, Services and payments are outstanding. Concurrently, the Purchaser shall certify through a "No Objection Certificate" that the requirement placed by the Purchaser as per terms and conditions set forth in this Contract has been fulfilled. Specimen of Contract Completion Certificate/ No Demand Certificate shall be added in the contract prior contract signing. Upon receipt of both certificates, Bank Guarantee(s) shall be returned by CMA(DP) to the Purchaser for onward return to the Supplier.
4.	LIABILITY The supplier shall not be liable under any circumstances to the buyer, its officers, agent, employees, successors and / or assignees, for any special, consequential and / or incidental damage of whatsoever kind or nature, including, without limitation, any loss, cost, damage loss of revenue or profit or loss of user, incurred or suffered by the buyer or any third party arising out of or in connection with this contract. The foregoing shall not affect buyers right to claim compensation against the supplier for damages suffered by the buyer arising directly from the performance, bad performance or non-performance of the suppliers duties and/ or obligations under the contract provided however that the aggregate liability of the suppliers in connection with this contract for any cause whatsoever including indemnity and risk purchase, shall not exceed hundred percent (100%) of the total price actually paid to the supplier under this contract.
5.	REPEAT ORDER Supplier shall not increase the cost of stores if additional quantity of same item is purchased in next 12 months after commissioning of the equipment. He may however decrease the cost by considering lower market trend.
6.	TENDER SAMPLE Tender Samples are to be provided as per clause 0113 on PN Specification under heading “Tender Sample”. Details of the same are appended below:

Cap Badges	10 x Nos each
Base Fabric Cloth	1.5 Meter
Stitching Thread	50gms
Embroidery thread of each color	50gm Tilla (Zarri and Gajaai)
Lining cloth	1.5 meter

Lab testing report w.r.t. PN Specification is required for TSR. If considered appropriate, tender samples will also be tested through renowned Lab. Lab testing charges are to be borne by the supplier and same has to be paid by the supplier prior finalization of TSR.

7. TECHNICAL SCRUTINY

Technical scrutiny of quotations forwarded by the bidder shall be carried out by a committee nominated by CO PNCSD as per instructions of NHQs. The TSR committee may ask the Suppliers to demonstrate their equipment or give a presentation for clarification. TSR committee may also visit the OEM premises at the invitation/expense of the Supplier to evaluate the manufacturing/system's capabilities of the OEM.

8. SPECIAL INSTRUCTIONS

a. Contracted firm will be responsible for proper disposal of rejected clothing stores. Same are to be amended/ destroyed under supervision of PN authorities to prevent their misuse by terrorists/anti-social elements.

b. In case a supplier intends to sale rejected uniform items in local market, the procurement agency will be approached for approval of sample after suitable alteration of military appearance into civilian fashion. After approval, CINS will inspect the bulk stores once again clear the lot for disposal in local market.

c. The contractor/supplier shall submit a certificate/undertaking on firm’s letter pad that the firm will be held responsible for any misuse of rejected uniforms.

d. In case firm is unable to get approval of advance sample after 6 months from date of contract cancellation should be recommended by CINS or CSD.

e. Marking of stores in accordance with specification NS/MISC/002/80.

f. Firm will give two weeks clear notice for Inspection.

g. Free delivery to consignee warehouse.

h. As per NHQ instructions promulgated vide letter ST-P/9314/INS/04 dated 05 April 2006, Rejection of stores supplied by contractors will be dealt as under:

(i) 1st rejection of govt expense.
(ii) 2nd rejection on supplier’s expense.
(iii) On 3rd rejection, contract cancellation be recommended by CINS or CSD.

j. Barcode sticker to be attached on each plastic packet containing Badge Cap.

k. The purchaser will have the flexibility to extend the contract up to 03 Months and also can order 15% excess of the total contracted quantity from the supplying firm at the contracted price.

l. Purchaser is not bound to lift entire quantity of contract.

m. PACKING As per PN Specification No. 01/2022. Each badge shall be wrapped in butter paper, then in polythene sheet in neat and tidy condition. Further, 20 x such large polythene sheets shall be packed in a thick double wall corrugated cardboard box. Moreover, Delivery challan No. and date shall also be mentioned on each double wall corrugated card board box.

9	CHECKING OF SUPPLIES/ STORES AT CONSIGNEE'S END Upon arrival, Supplies shall be checked at consignee's end in the presence of the Purchaser and Supplier's representatives. If for the reasons of economy, or any other reason, the Supplier decides not to nominate his representative for such checking; an advance written notice to this effect shall be given by the Supplier to the consignee prior to or immediately on shipment of stores. In such an event, the Supplier shall clearly undertake that the decision of consignee with regard to quantities and description of the consignment shall be taken, as final and any discrepancy found shall be accordingly made up by the Supplier. In all other cases, the consignee shall inform the Supplier about arrival of consignment immediately on receipt of stores through fax. If no response from the Supplier is received within four (04) working days from initiation of letter through fax, the consignee shall have the right to proceed with the checking without Supplier's representative. Consignee's report on checking of stores shall be binding on the Supplier in such cases.
9.	INDEMNITY In the framework of the implementation of this project, both Parties shall waive off any claim against each other regarding every claim for indemnity for the losses caused to their respective personnel or respective personnel of subcontractors/agents and their properties. However, if these losses result from deliberate fault or unmistakable error or gross negligence of Supplier or his sub-contractors/agents and/or the Purchaser, the Party involved shall bear alone the burden of the damage repairs.
10.	OWNERSHIP OF CONTRACT In the event of a change of ownership of Supplier, the Supplier shall ensure that the legal instrument or mode by which the change of ownership takes place shall have specified provisions to the effect that: a. Such change of ownership shall not in any way change, alter or modify the Terms and Conditions of this Contract, and b. The Supplier under new ownership shall continue to be bound by the Terms and Conditions of this Contract.

TENDER NO R2611330425

NAME OF THE FIRM……
DGDP REGISTRATION NO……..
ADDRESS……
TELEPHONE NO. ……
OFFICIAL E-MAIL……..
FAX NO ……
MOBILE NO ……...

TO:

THE DIRECTOR OF PROCUREMENT
(SECTION P-33)
Through Bahria Gate
Near SNIDS Centre,
Naval Residential Complex, E-8,
Islamabad
Contact: Reception: 051-20062074
Bahria Gate: 0331-5540649
Section: 051-9262314
Email: dpn@paknavy.gov.pk
adpn33@paknavy.gov.pk

DEAR SIR

DATE_____

1. I/WE HEREBY OFFER TO SUPPLY TO THE DIRECTOR OF PROCUREMENT (NAVY) THE STORES DETAILED IN SCHEDULE TO THE TENDER INQUIRY OR SUCH PORTION THEREOF AS YOU MAY SPECIFY IN THE ACCEPTANCE OF TENDER AT THE PRICES OFFERED AGAINST THE SAID SCHEDULE AND FURTHER AGREE THAT THIS OFFER WILL REMAIN VALID UP TO **120 DAYS** AND WILL NOT BE WITHDRAWN OR ALTERED IN TERMS OF RATES QUOTED AND THE CONDITIONS ALREADY STATED THEREIN OR ON BEFORE THIS DATE. I/WE SHALL BE BOUND BY A COMMUNICATION OF ACCEPTANCE TO BE DISPATCHED WITHIN THE PRESCRIBED TIME.

2. I/WE HAVE UNDERSTOOD THE INSTRUCTIONS TO TENDERS AND GENERAL CONDITIONS GOVERNING CONTRACT IN FORM NO. DP-35 (REVISED 2002) INCLUDED IN THE PAMPHLET ENTITLED, GOVERNMENT OF PAKISTAN, MINISTRY OF DEFENCE (DIRECTORATE GENERAL DEFENCE PURCHASE) "GENERAL CONDITIONS GOVERNING CONTRACTS" AND HAVE THOROUGHLY EXAMINED THE SPECIFICATIONS/DRAWINGS AND/ OR PATTERNS QUOTED IN THE SCHEDULE HERETO AND AM/ARE FULLY AWARE OF THE NATURE OF THE STORES REQUIRED AND MY/OUR OFFER IS TO SUPPLY STORES STRICTLY IN ACCORDANCE WITH THE REQUIREMENTS.

3. THE FOLLOWING PAGES HAVE BEEN ADDED TO AND FORM PART OF THIS TENDER:

A. ……
B. ……
C. ……..

YOURS FAITHFULLY,
……
(SIGNATURE OF TENDERER)
……
(CAPACITY IN WHICH SIGNING)
ADDRESS:……..
DATE……
SIGNATURE OF WITNESS……
ADDRESS……..

*INDIVIDUAL SIGNING TENDER AND/OR OTHER DOCUMENTS CONNECTED WITH A CONTRACT MUST SPECIFY:-

(a) WHETHER SIGNING AS "SOLE PROPRIETOR" OF THE FIRM OR HIS ATTORNEY.
(b) WHETHER SIGNING AS A "REGISTERED ACTIVE PARTNER" OF THE FIRM OR HIS ATTORNEY.
(c) WHETHER SIGNING FOR THE FIRM "PER PROCURATION".
(d) IN THE CASE OF COMPANIES AND FIRMS REGISTERED UNDER THE ACT, 1913 AS AMENDED UP-TO-DATE AND UNDER THE PARTNERSHIP ACT 1932, THE CAPACITY IN WHICH SIGNING E.G., THE DIRECTOR, SECRETARY, MANAGER, PARTNER, ETC. OR THEIR ATTORNEY AND PRODUCE COPY OF DOCUMENT EMPOWERING HIM SO TO SIGN, IF CALLED UPON TO DO SO.
(e) Principal's Proforma invoice (in original)
(f) Earnest money
(g) Treasury Challan Form for tender Fees as applicable