POF 1262
(FOREIGN SUPPLIES)

Government of Pakistan
PAKISTAN ORDNANCE FACTORIES
TENDER ENQUIRY

To

M/s _____

_____

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Dear Sirs,

Reference : TENDER ENQUIRY NO. **0203/FP/SJL/57** DATED **03-AUG-26**

You are requested to submit quotations for the item(s) noted in the schedule to the tender. Please note the following instructions for filling the tender:-

1. SUBMISSION OF TENDER

1.1 Tenders will be opened at **12:00** hours on **10-DEC-26** at Bidding Centre adjacent to Rabita Hall, POf Wah Cantt.Quotation must be submitted electronically on **www.ebidding.pof.gov.pk** before 30 minutes of opening time. The tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring a letter of authority from you.

Tender Enquiry No: **0203/FP/SJL/57**
Tender to be opened on: **10-DEC-26**
Address as follows:-

(www.ebidding.pof.gov.pk) BID CENTER
ADJACENT TO RABITA HALL
POFs, WAH CANTT.

2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS

2.1 **For Materials,** the prices should be filled in column 5 and delivery date in column 6 of the schedule to this Tender Enquiry. As per **PPRA Rule 27(b)i.e Single Stage two envelope method** will be utilized for "Open competitive bidding." Moreover, technical & commercial evaluation of Bids will be carried out strictly as per PPRA rules and contract(s) will be awarded to the most advantageous bidder(s).

2.2 **For Plant and Machinery,** you are required to quote in two parts:-
Part I "Technical Offer": It should exclusively give technical details and literatures/brochures of the offered plant, machinery and equipment; validity date; delivery schedule; and signed undertaking to this Tender Enquiry. It must not indicate price, costs etc.

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Part II "Commercial Offer": It should indicate the commercial terms e.g. price,terms of payment, mode of payment, mode of supply.

2.3 The quotation must remain valid for, at least 90 days from the date of opening of commercial tenders, extendable if so desired.

2.4 The quotation should hold good for any reduced or enhanced quantities without notice.

2.5 In the event of non-acceptance of offer, intimation may be given to the Tenderers on their request.

2.6 Conditional offers or alternative offers are likely to be ignored.

2.7 Quotations should be based on FOB. The consignment will be shipped through Pakistan National Shipping Corporation (PNSC). In case there is no PNSC service in the country of shipping, please quote on C & F basis. The air & sea freight should be indicated separately. Insurance premium should not be included in the quoted price. However, where insurance is considered necessary, advice to that effect should be given in the quotation.

2.8 Submission of the offer through an agent in Pakistan should be avoided. In case it is considered inevitable, the agent's quotation must invariably be accompanied by the original proforma invoice from the principals / manufacturers.

2.9 Country of origin and port of shipment to be stated.

2.10 Suppliers will render/attach necessary information regarding hazardous effects on environment, of the materials/products supplied by them, with their quotations and shipping/despatch documents.

2.11 If the requisite information is not furnished along with the quotation or offer received is not in conformity with the requirement of the T.E, such offer shall be ignored.

3. INSPECTION

3.1 Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the Suppliers in accordance with the relevant specifications

3.2 Where considered necessary by the Purchaser, stores may be obtained on Warranty/Guarantee, subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the Supplier at his own expense, with in a specified time.

3.3 TENDER SAMPLE

Purchase officer may require a tender sample, and the same must be provided within two weeks of receipt of intimation to this effect. Tender sample must be according to the description given in Tender Enquiry. Firm that fail to provide tender sample withing stipulated time will not be entertained excepting the established and reputable firms who have either previously satisfactorily supplied the same or similar stores or have submitted an acceptable sample thereof against previous T.E.

3.4 BID SECURITY

Foreign Bidders are bound to provide Bid Securing Declaration alongwith bid.

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4. ACCEPTANCE OF OFFERS

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

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

4.1.3 Notice of the rejection of bids or proposals shall be given promptly to the concerned suppliers or contractors that submitted bids or proposals.

4.2 **PERFORMANCE BOND**

(a) The successful bidder will provide Performance Bond at the rate up to 10% of F.O.B value of the contract in favour of Controller Military Accounts (CMA)POF Wah Cantt. The Performance Bond will be furnished in the form of Deposit At Call Receipt(CDR) from any scheduled bank in Pakistan or an unconditional bank guarantee on prescribed proforma covered by any scheduled bank in Pakistan. The performance Bond shall be furnished within 45 days from the date of opening of Letter of Credit. It shall be valid for a period of 12 months after the date of expiry of letter of credit. If the Performance Bond is not furnished within the prescribed time of 45 days, the Purchaser reserves the right to:

i. Impose penality @ 1% per month of the value of CDR/BG. (Clause-42 (a i) is not applicable in case of procurement of Plant/Equipment/Machinery items).

OR

ii. Cancel the contract and make other arrangements for purchase of the stores at the risk and expense of the Supplier.

(b) No Performance Bond will be required if the total FOB value of the contract is less than US $50,000 and contract is placed directly on the foreign Supplier.

4.3 **FAILURE TO SUPPLY THE STORES**

All deliveries must be completed by the specified date. If the failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumantances of the case. Otherwise, he will be entitled, at his discretion, to cancel the contract; and/or, claim liquidated damages upto 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value of the particular stores which remained unsupplied either in part or in full: or, to purchase from elsewhere, the unsupplied stores at the risk and cost of the supplier:

4.4 PAYMENT

Payment will normally be made by means of irrevocable letter of credit.Unless otherwise stated 90% payment will be released on submission of despatch documents to Bank while balance 10% payment will be released on receipt and acceptance of store by the consignee.

All Bank charges incurred in Pakistan in connection with the establishment of L.C. will be borne by the Purchaser, whereas all Bank charges incurred in connection with drawing of payment including charges for confirmation of L.C. by the advising Bank/Foreign Bank will be borne by the Supplier.

5. BID Security

5.1 A copy of Bid Security should accompany the tender in shape of deposit at call receipt/Pay Order/Banker Cheque from scheduled bank drawn in favour of :-

MD POF SANJWAL

5.2 Bid security instrument in original must be provided on the day/date of tender opening in the Bid Center as under:

a. Registered/indexed firms - 2% of quoted value subject to the maximum ceiling of Rs. 0.5 Mn.

b. Registered/un-indexed firms - 3% of quoted value subject to the maximum ceiling of Rs. 0.75 Mn.

c. Un-Registered firms - 5% of quoted value subject to the maximum ceiling of Rs. 1.00 Mn.

d. Gov. organization/Production Units/State owned enterprises/welfare projects of Svcs HQ - Rs 0.5 Mn can be waived off on request by DG(C).

e. Bid money will be returned to unsuccessful (less first three lowest quotee firms) bidders on opening of commercial offers

f. Bid money will be returned to successful bidders on submission of performance bond/unconditional B.G.

g. Bids will be conditionally accepted if Bid Money deposited by firms is less than the given amount. However, the firms will be required to deposit additional amount within 10 x days of opening of Bids.

h. Offers received without Bid Security will not be entertained.

i. Bid Money will be forfeited in case the quotation is withdrawn before the expiry of its validity date.

6. SECURITY OF INFORMATION

The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorised in writing by POFs to receive it.

WARNING

In case the firm abstain from making offers or fail to acknowledge the tender form by the specified date on three consecutive occasions, no further tender enquiry may be issued to them and their names would liable to be removed from the approved list.

Yours Faithfully

(AHMER ABDUL WAHAB)
MANAGER PURCHASE
for PAKISTAN ORDNANCE FACTORIES

Tele **057-9316253-6** Fax **057-9316252**

Telex **MDSJL@POF.GOV.PK**

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PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. **0203/FP/SJL/57** **DATED** **03-AUG-26**

(1) FOR MATERIALS

(1)	(2)	(3)	(4)	(5)		(6)
Item No.	Description with Specs. etc.	Unit	Qty	Price Per Unit FOB or free delivery		Delivery Date
				In Figures	In Words	
1	MOTOR PUMP COUPLING OIL GEAR PART NO. H02-010-00000-92 NO. GF30DA-100-063-F7, (NO. 690 1308/3) MAKE: RENOLD OR EQUIVALENT	NO	1			

(2) For Plant & Machinery:
Specification:-

(3) Special Conditions

Terms & Conditions For Local and Foreign Suppliers.

1. Unregistered firms must provide a one year bank statement.
2. A soft copy of the Tender Fee and Bid Money (without mentioning the amount) must be included in the quotation.
3. Firms must attach proof of PTC, NTN, ATL and a duly singed and stamped undertaking of the Tender Enquiry (T.E) with the technical quotation.
4. Proof of depositing 0.25% stamp duty of the total contracted value must be provided at the time of submission of bill submission.
5. New bidders must submit credentials detailing their business with Government, semi Government, and public sector originations in Pakistan along with their quotation.
6. All supplied items must be brand new, from the current year's production, and sourced from the OEM.
7. A singed and stamped undertaking of the Tender Enquiry schedule must accompany the quotation.
8. The official delivery date will be considered the date of receipt of the store at POFs.
9. Original Bid Money in hard form must reach in the Bid Center before the closing time of the tender; otherwise, Quotations received without Bid Money and Tender Fee will be rejected.
10. Only one rate should be quoted for each item on the Tender Schedule.
11. Quoted rates must clearly indicate whether they include or exclude sales tax; otherwise, rates will be assumed inclusive of sales tax.
12. Manufacturers and importers must be registered with the Sales Tax Department and issue tax invoices for all sales. Suppliers must provide sales tax invoices when procuring taxable goods from manufactures or importers. If a supplier is neither an importer nor a manufacturer, they must attach tax invoices from the source of procurement.
13. Quoted rates must remain valid for at least 90 days from the commercial opening.
14. The store will be inspected by the MD POF Sanjwal or an authorized representative.
15. Performance Bond amounts and outstanding payments against other contracts will not be treated as Bid Money.
16. All participating suppliers must submit required product literature within seven days of the technical proposal opening; failure to comply will result in automatic rejection.
17. An authorization certificate for the representative participating in the tender opening must be provided.
18. Payment against the contract will be released subject to the provision of a Genuineness Certificate from the head or zonal branch of the concerned

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bank as per CMA requirements.

19. The supplier will render a Warranty /Guarantee Certificate for a period of 12 months from the final acceptance of the store and shelf life of TE's store.

20. After placing the contract, accepted copies of the contract, duly singed and stamped must be provided within five days.

21. Clearly mention whether your firm is the OEM manufacturer or supplier of this specific store.

22. Less security amount will only be accepted subject to the submission of remaining amount within 10 days of commercial opening; otherwise your offer will be rejected without prior Notice.

23. POF Sanjwal Management reserve the right to discourage the offers of suppliers with Poor/Unsatisfactory performance (Sub/Standard/Delayed supplies and non responsive behavior) against previously awarded contracts.

24. In case of defective supplies, store must be replaced free of cost.

25. Firm will provide shelf life of store.

26. Firm will provide authorization certificate of OEM.

27. Installation and commissioning is the responsibility of the firm.

28. Offers of firms with credible past performance with POFs will be given due consideration.

29. Supplier's Capability Performa is mandatory for the new entrant firms/quoting the store for first time to submit alongwith undertaking with the technical offer. POFs reserves the right to reject offers without requisite information.

30. Public Sector Organizations / POF subsidiaries may be exempted from Supplier Capability Performa. However, POFs may require the same from existing suppliers where considered necessary based on value, nature or risk of procurement

31. Proof of successful completion of contract of same/similar nature &/or comparable value store to any government organization may be attached (if any) and will be given extra weightage at time of evaluation of offers.

32. Offers with Bid Money less than 50% of the required amount will be rejected straightaway. Remaining amount (above 50%) must be submitted within 10 days, otherwise offer will be rejected.

Terms & Conditions For Only Foreign Suppliers.

1.In case of acceptance of offer and if the order exceeds US$ 50,000/- Performance Bond @ 10% of FOB value in the shape of Bank Guarantee issued by a scheduled bank in Pakistan will be required which should be valid for 12 months after expiry of letter of credit.

2.100%n payment will be released after received and acceptance of store at POF Sanjwal Through Direct Remittance.

3. payment clause 4.4 as treated cancelled.

4.All Chinese origin based firms must be quoted on CNY or RMB.

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(4) Undertaking

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of Conditions of Contract embodied in Form POF 1282, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and POF will have the right to purchase the stores/services elsewhere at our risk and cost.

Place _____
Date _____

Signature of the Tenderer _____
Name _____
Postion _____
Address _____
Income Tax G.I.R. No _____

Form of Bid-Securing Declaration

[The Bidder shall fill in this Form in accordance with the instructions indicated.]

Date: [date (as day, month and year)]
No.: [number of bidding process]

Alternative No.: [insert identification No if this is a Bid for an alternative]

To: [complete name of Procuring Agency]
We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid-Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

(a) have withdrawn our Bid during the period of Bid validity specified in the Letter of Bid; or
(b) having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid validity,
(i) fail or refuse to sign the Contract; or
(ii) fail or refuse to furnish the Performance Security (or guarantee), if required, in accordance with the ITB.

We understand this Bid Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight days after the expiration of our Bid.

Name of the Bidder*----------
Name of the person duly authorized to sign the Bid on behalf of the Bidder**_____
Title of the person signing the Bid _____
Signature of the person named above _____
Date signed _____ day of _____

*: In the case of the Bid submitted by joint venture specify the name of the Joint Venture as Bidder
**: Person signing the Bid shall have the power of attorney given by the Bidder attached to the Bid

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all members to the Joint Venture that submits the Bid.]