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Ordnance College Malir
Cantonment Karachi - 9
Telephone 0302-4543076
02/ TF / 2026 - 27
6 November 2026

Subject **Invitation to Tender and General Instructions (Tender # 02/FY- 2026/ 27)**

1 Date and time of closing of tender is **01 December 2026 up to 1000 Hours**

2 Date and time of opening of tender is **01 December 2026 at 1030 Hours** at the premises of Ordnance College Malir Cantonment, Karachi

3 **Detail of tendered items are required to be collected from training branch of this institute after depositing tender fee as mentioned in para 4w.**

4 **Terms and Conditions Governing Bidding/ Purchases and General Instructions for Bidders**

a The purchaser can waive off any of the conditions stipulated in this tender inquiry and reserves the right to accept or reject thereto

b Bidders should note that decision of Commandant, Ordnance College Malir Cantonment, Karachi will be final in respect of acceptance/ rejection of the offers

c All samples and supplies will be subject to tests and inspections either by concerned inspectorates or a board of officers constituted for the purpose and any cost incurred on tests / inspections and stores consumed in the same will be borne by suppliers. This institute may test/inspect samples before placing of purchase orders

d Successful bidders will have to complete the supplies within period as specified in the purchase orders, failing which appropriate penalty as decided by Commandant, Ordnance College Malir Cantonment, Karachi will be imposed and necessary/ appropriate disciplinary action will also be taken

e During warranty period {(if stores) supplied is/are backed by warranty)} if a fault occurs in supplied stores then supplier will be responsible to either rectify the faults communicated or get the faulty parts replaced with in 14 (fourteen) days of receipt of information in this regard from the purchaser at his specified places which can be other than the place of delivery of stores. In case supplier fails to rectify the faults or replace the faulty parts in a specified time than purchaser will have the right to take disciplinary action against the supplier and also impose penalty if considered necessary/ appropriate

f During warranty period it will be the responsibility of the supplier to carry out periodic maintenance of supplied stores as prescribed by the manufacturers free of cost at purchaser's specified places which can be other than the place of delivery of stores

g Sample (when asked by Ordnance College Malir Cantonment, Karachi) and store offered would be brand new, unused, as per approved specifications/ drawing and samples where applicable **and must be packed in standard packing i.e. wooden box, carton, cardboard box, crate etc**.

h In case an item has no specifications, drawing or approved sample, then a board of officers appointed for the purpose will decide its acceptable standards.

i Make/ model/ brand and country of origin of stores must be mentioned where applicable

j Manufacturer certificate of branded items must be provided.

k Prices/ rates quoted must be inclusive of all applicable taxes / duties.

l Prices/ rates quoted must be as per accounting unit.

m More than one manufacture/ model may also be quoted giving separate price of each manufacture/model

n Prices/rates will be quoted in Pakistani currency

o Prices / rates quoted will be valid till **30 June 2027** from date of opening of tender

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p. Successful bidders will have to supply stores as per prices/ rates quoted till **30 June 2027**.
q. Part delivery/ part payment will not be accepted/ made against single Purchase order.
r. Payment will be made after acceptance of ordered stores.
s. Price reduction (PR) will be imposed due to deviation in case the item (s) are not as per Army specifications.
t. If stores are not delivered within delivery period, penalty will be imposed.
u. As far as possible price(s)/ rate(s) must be quoted against each item, where prices/ rates are not being quoted this should be reflected by words "**Not Quoted**".
v. Advance sample provided for test/inspection for acceptance of store(s) to be supplied against purchase order(s) will not be taken as part of ordered quantity(s).
w. Firm will deposit **Rs. 3000/-** as Tender Fee (in the shape of Pay Order). Same will be prepared in the name of **Commandant Ordnance College** Malir Cantonment, Karachi-9.

5. **Single Stage One Envelope**. The bid against tendered items shall comprise single envelope containing separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document.

6. **Purchaser's Right**. Purchaser does not pledge to accept the lowest or any tender and reserves the right of accepting the whole or any part of the offer made.

7. **Date and Time of Receipt of Tender**. Tender must reach in this institute by time and date as specified in Para 1 above. This office 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 fall on next working day in case of closed/ forced holiday.

8. **Withdrawal of Offer**. If a bidder / firm withdraw(s) its offer within validity period, the competent authority (Commandant, Ordnance College Malir Cantonment) may place such bidder/ firm under embargo or blacklist the same.

9. **Pre-Qualification of Supplier and Contractors.** Firm will have to submit under mentioned documents along with tenders in separate envelop by mentioning **"Pre-Qualification Documents"**.

a. 1x copy of valid NTN Certificate.
b. 1x copy of valid Sales Tax Certificate.
c. 1x copy of Professional Sales Tax Certificate.
d. 1x copy of CNIC of the COE/ Owner.
e. 1x photograph of COE/ Owner.
f. Original Bank Statement for last one year duly sealed / stamped by the bank.
g. Incase firm is not registered with Ord College, firm would provide performance, certificate from the installation where properly registered.

10. **Disqualification**. Offer(s) are liable to be rejected if:-

a. There is any deviation from general/ Special Instructions/ Pre-qualification of supplier/contractors.
b. Price(s)/ Rate(s) are offer excluding/ applicable duties/ taxes.
c. If price(s)/ rate(s) are not quoted (where applicable) against store(s) / item(s) with Army's approved specification(s), drawing(s)/ sample(s).
d. Offers are found conditional or incomplete in any respect.
e. Multiple price(s)/ rate(s) quoted against an item.
f. More then one offer is made/ submitted in same envelope.

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g. Received later than appointed/ fixed date and time.
h. Blacklisted firms will not eligible to participate.
i. Offers containing non – initialed un-authenticated correction/ over writing(s).
j. If validity of offer is not quoted as required (as mentioned in tender inquiry) or made subject to confirmation later.
k. Offer made through Fax/ E-mail/ Telex.
l. If offer is found to be based on cartel action in connive with other sources/ participants of the tender.

11. **Right's Reserved**. Commandant, Ordnance College Malir Cantonment reserves the right to accept or reject any or all offers including the lowest.

12. **Application of Official Secret Act**. All the matter connected with the inquiry and subsequent actions arising there from are within the scope of official secret Act, 1923.

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Major
for Commandant
(Waqar Un Nisa)