Tender Covering Form
Directorate of Procurement (Navy)
Through Bahria Gate, Naval Residential Complex, E-8, Islamabad
Contact: Reception 051-9262315, Bahria Gate 0331-5540649, Section P-38

Tender No & Date: **TENDER NO. 2583037/R-2511/380180 DATED 28 Oct 25**
Tender Description: **NIV Dental**

IT Opening Date: **8th January 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 03x Sealed Envelops as per details given below:

Sealed Envelope 1 – Technical Offer in Duplicate
This envelope must contain **02 x sets of Technical Offer (01x Original + 01x Copy)**. Each Set must contain following documents **as per this sequence/ order** duly Flagged and firm is to **mark tick** ✓ against each to ensure that these documents have been attached:

S No	Document	Original Set	Copy Set
1.	Bank Challan of Rs. 200/- for DGDP registered firms and Rs. 300/- for all other firms (in favor of CMA(DP)		
2.	Copy of Proof of Earnest Money (**With erased amount**)		
3.	**Technical offer on letterhead of firm (Technical offer must be as per format mentioned in Annex-A of DP-2)**		
4.	DP-1 Form of IT with tick mark against each clause and initialed on each page		
5.	DP–2 Form of IT with compliance remarks against each clause and initialed on each page		
6.	**Annex A of IT duly filled and signed.**		
7.	Annex B & C of IT **(with compliance remarks)**		
8.	DP-3 form of IT **(duly filled & signed)**		
9.	**Distributor Documents** i.e DRAP license to sell medical stores, Active Tax payer certificate, Tax filing proof & Audit report.		
10.	**Manufacturer's documents** i.e Authority Letter, Manufacturing licenses and brand registration (where applicable)		
11.	**Brand Documents** i.e IMS Ranking of Manufacturer, AFMSL, CDTL & DTL report of quoted brand, Active Ingredient Import documents and IMS Ranking of Brand.		
12.	DGDP Registration Letter (If firm is registered with DGDP)		
13.	Tax Filling Proof/ Audit Report		

Sealed Envelope 2 – Earnest Money
This Envelop must contain Earnest Money only.

Sealed Envelope 3 – Commercial Offer
This Envelop must contain following documents:

1.	**Commercial Offer on firm's Letterhead as per format mentioned in Annex-A of DP-2**	01 x Original
2.	Manufacturer Price List (where applicable)	01 x Copy
3.	Duly filled DP-2(Annex-A, Form of IT with prices)	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 _____

COPY / PROOF OF EARNEST MONEY

(**With erased amount**)

ORIGINAL/ COPY OF BANK CHALLAN AS PER CLAUSE-13 of DP-1

(Bank Challan (in favor of CMA(DP) deposited in State / National Bank of Rs. 200/- for DGDP registered firms and Rs. 300/- for all other firms)

Original/ Copy of Technical Offer on firm's letter head
(As per format given at Annex-A of DP-2)

Instruction for Filling Technical Offer

1. The technical offer must be in conformity with Annex-A of DP-2, wherein only brand name and manufacturer are to be filled and **no amendment of PVMS No, Generic Name, Strength/ Specs, Accounting Unit & Quantity is to be made**.

2. In case of Drugs/ dressing items brand name is written so that **it must be self-explanatory/ convey the correct name of required item**. Moreover, when a brand is quoted by distributor and **there is an importer involved, its name must be mentioned in manufacturer column**. Moreover, **writing only country name in manufacture column is to be avoided**. Furthermore, **writing only brand name without proper clarification of items strength & specs is to be avoided**. Columns mentioned in Red are never to be amended/ altered. Examples are tabulated below:

S. No	(PVMS/ NIV No)	Description of Stores / Preferred Brands (Nomenclature /Generic Name (Equivalent Brands acceptable)	Strength/ Specs	A/U	Qty Req	Sample Required	Brand Quoted by the Firm	Manufacturer & Country of Origin	Quoted (Yes/ No)	Unit Price	GST (If Any)	Toral Price Including GST
1.	585 DRS	NEBULIZATION SET (ADULT, INFANT, PAEDS)	NYA	NO	30,000		Nebulization Set (Adult, Infant, Paeds) **(Venocath)**	**B-Braun Malaysia/ XYZ Importers**	Yes	-	18%	
2.	59B DRG	NIFEDIPINE	30 MG	TAB/ Cap	30,000		Adalat 30 mg Tablet	**Bayer Pakistan**	Yes	-	N/A	

3. Technical offer must contain only quoted items i.e **items which are not quoted may not be part of technical offer**, however, Annex-A of DP-2 may be filled for Yes & No in Quoted column.

4. While preparing Commercial offer, it must be in conformity of technical offer with filling last 03 x columns **(Change of Brand Name in commercial offer and spelling mistakes are to be avoided) (applicability of GST is to be clearly mentioned, if it is not mentioned then, unit price will be considered as inclusive of GST as per PPRA rules)**.

5. In case, when quoted accounting unit is different from the required or further clarification is needed, it is to be mentioned in unit price column and **change/ amendment of tendered/ required A/U column is to be avoided**. Examples are as follows:

S. No	(PVMS/ NIV No)	Description of Stores / Preferred Brands (Nomenclature /Generic Name (Equivalent Brands acceptable)	Strength/ Specs	A/U	Qty Req	Sample Required	Brand Quoted by the Firm	Manufacturer & Country of Origin	Quoted (Yes/ No)	Unit Price	GST (If Any)	Toral Price Including GST
1.	684 DRS	ABDOMINAL SPONGE	4*4	PKT	80,000		Abdominal Sponge 4*4 **(Cotton Craft)**	**Cotton Craft Pakistan**	Yes	**80.00/ PKT of 4**	18%	6,400,000

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 of CEO : _____

2. Father's Name : _____

3. Address (Residential) : _____

4. CNIC No._____
(Attach Copy of CNIC)

5. Mobile No._____

6. NTN: _____
(Attach Copy of NTN)

7. Firm's Mail Address: **(All Correspondence will be made at this address):** _____
_____

8. Email Address: **(For All Correspondences):** _____

9. Date of Establishment of Firm: _____

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

11. 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)

INVITATION TO BID

1. **DIRECTORATE OF PROCUREMENT (NAVY),** a Government agency for central procurement invites sealed bids from the original manufacturers / authorized distributors / suppliers / contractors etc, registered with income tax and sales tax departments for supply of stores mentioned in DP-2 form.

2. Bidding documents, containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification / rejection of bids, performance guarantee etc. are available for the interested bidders at **DIRECTORATE OF PROCUREMENT (NAVY) THROUGH BAHRIA GATE NEAR SNID CENTRE, NAVAL RESIDENTIAL COMPLEX, SECTOR E-8, ISLAMABAD**. Bidding documents can also be downloaded from PPRA website (**www.ppra.org.pk**) free of cost.

3. The bids, prepared in accordance with the instructions in the bidding documents, must reach at **DIRECTORATE OF PROCUREMENT (NAVY) THROUGH BAHRIA GATE NEAR SNID CENTRE, NAVAL RESIDENTIAL COMPLEX, SECTOR E-8, ISLAMABAD on or before date as mentioned in DP-2 form para 1 at 1030 hours. bids will be opened the same day at 1100 hours.** This advertisement is also available on PPRA website at www.ppra.org.pk.

COVERING SHEET TENDER NO. 2583037/R-2511/380180 DATED 28 Oct 25

I/we M/s _____ do herby affirm to adhere to the necessary instructions for participation in the procurement process. All the columns of DP-I, II and III are filled, signed and stamped as per requirement. Data Sheet (for unregistered firms only) is attached dully filled in all respects.

Yours truly,

_____
Signature of Tenderer

_____
Complete Name

Seal/Stamp of Firm

_____
Capacity in which Signing

_____
Date

Contact Number of Directorate of Procurement (Navy)

ZEESHAN RAZA
Deputy Naval Stores Officer
Assistant Director Procurement (Navy)
Section: P-38

DP Navy
Tel: 051-20062079
051-9262315

DIRECTORATE PROCUREMENT (NAVY)

Directorate of Procurement (Navy)
Through Bahria Gate Near SNID Centre,
Naval Residential Complex, Sector E-8,
ISLAMABAD.
Tel: 051-9262315
Fax: 051-5516307
E-mail: adpn38@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-2004 and DPP&I-35 (Revised 2024) covering general terms & conditions of contracts laid down by MoDP / DGDP. As a potential bidder, it is incumbent upon you and your firm to first acquaint yourself with PPRA Rules 2004 (www.ppra.org.pk) and DPP&I-35 (Revised 2024) (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.

3. Conditions Governing Contracts. The 'Contract' made as result of this I/T (Invitation to Tender) i.a.w PPRA Rules 2004 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 (Revised 2024) 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:-

Understood agreed	Understood not agreed
☐	☐

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 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 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.

Understood agreed ☐ Understood not agreed ☐

e. **FORM DP-1, DP-2, DP-3 and Questionnaires** Form DP-1, DP-2 (along with 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 SNID Centre,
Naval Residential Complex, Sector E-8,
ISLAMABAD.
Tel: 051-9262315
Fax : 051-5516307
E-mail: adpn38@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 051-9262315 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 Rule 28 of PPRA-2004.

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/ financial proposal 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 Rule-26.

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.

Understood agreed ☐ Understood not agreed ☐

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

Understood agreed ☐ Understood not agreed ☐

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 Rule-30(2).

Understood agreed ☐ Understood not agreed ☐

10. **Return of I/T**. ITs are to be handled as per following guidelines:

Understood agreed Understood not agreed

a. In case you are Not quoting, please return the tender inquiry stating the reason of NOT quoting. In case of failure to return the ITs either quoted or not quoted consequently on three occasions, this Directorate, in the interest of economy, will consider the exclusion of your firm's name from our future distribution list of invitation to tender.

b. 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.

Understood agreed ☐ Understood not agreed ☐

c. 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.

Understood agreed ☐ Understood not agreed ☐

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 up to 01 year.

Understood agreed ☐ Understood not agreed ☐

12. **Provision of Documents in case of Contract**. In case any firm 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. **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. 0.5 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. 1.0 Million.

(iv) **Submitting improper Earnest Money**. Earnest Money/ Bid Security furnished with tender is strictly in conformity of tender/ IT condition (Clause 14 of DP-1 and Clause 11 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.

Agreed ☐ Not Agreed ☐

b. **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).

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:-

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**. CINS, Joint Inspection will be carried out by INS, Consignee & Specialist User or a team nominated by Pakistan Navy. CINS inspection shall be as prescribed in DPP&I-35 (Revised 2024) or as per terms of the contract.

Understood agreed ☐ Understood not agreed ☐

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. OEM/Authorized Dealer/Agent Certificate along with OEM Dealership Evidence.

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

c. Original quotation/Principal/OEM proforma invoice.

d. 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.

e. 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 contract cancellation will be initiated.		

20. **Security Deposit/Bank Guarantee**. To ensure timely and correct supply of stores the firm will furnish an unconditional Bank Guarantee(BG) from a schedule Bank for an amount upto 5-10% 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. 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. 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 60 days beyond 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 /

Understood agreed	Understood not agreed
☐	☐

Firm to any Government official / staff whether to solicit any undue benefit, favour or otherwise. Following provisions must be clearly read & understood for strict compliance:

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 Rule-7 of PPRA-2004. The form is available at www.ppra.org.pk or can be requested at adpn38@paknavy.gov.pk

Understood agreed ☐ Understood not agreed ☐

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,

Understood agreed ☐ Understood not agreed ☐

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.

Understood agreed ☐ Understood not agreed ☐

22. **Correspondence**. All correspondence will be addressed to the Purchaser i.e. DP (Navy). Correspondence with regard to payment or issue of delivery receipt may be addressed to CMA Rawalpindi & Consignee respectively with copy endorsed to the DP (Navy).

Understood agreed ☐ Understood not agreed ☐

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) 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 60 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.

b. Where the prices of the contracted stores/raw material are controlled by the government or an agency competent to do so on government behalf

Understood agreed ☐ Understood not agreed ☐

then price increase/decrease will be allowed at actual on case to case basis on production of government notification by the Supplier for the subject stores where the firms are contractually obliged and bound to produce the stores from raw materials supplied by government/State controlled departments in consultation with Military Finance.

c. Except for calculation or typographical errors, the rates of the contracts not having a price variation clause PVC clause will not be increased subsequently. But when such an increase is considered desirable in the interest of expeditious supply of stores and is necessitated by the circumstances beyond the control of the Supplier, the case may be decided accordingly.

27. **Force Majeure**.

a. The supplier will not be held responsible for any delay occurring in supply of equipment due to event of Force Majeure such as acts of God, War, Civil commotion, Strike, Lockouts, Act of Foreign Government and its agencies and disturbance directly affecting the supplier over which events or circumstances the supplier has no control. In such an event the supplier shall inform the purchaser within 15 days of the happening and within the same timeframe about the discontinuation of such circumstances/happening in writing. Non-availability of raw material for the manufacture of stores, or of export permit for the contracted stores from the country of its origin, shall not constitute Force Majeure.

Understood agreed	Understood not agreed
☐	☐

b. The Supplier shall provide the Purchaser with all the necessary proof of the occurrence of the events and its effect on the contract performance within 30 days from the start to force majeure event.

c. The Purchaser shall be entitled to conduct investigation into the cause of delay reported by the Supplier.

d. Where the delay was due to genuine force majeure event it shall extend the delivery for a period of equal to the period in which such force majeure remains operative.

e. Such extension in delivery period, due to force majeure, shall not entitle the Suppliers to claim any extra from the Purchaser.

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 making insufficient progress towards settlement of dispute (s) at any time, then such party may be written notice to the other party refer the dispute (s) to final and biding arbitration as provided below:

Understood agreed	Understood not agreed
☐	☐

a. The dispute will be referred for adjudication to two arbitrators one to be nominated by each party, who before entering upon the reference shall appoint an umpire by mutual agreement, and if they do not agree a judge of the Superior court shall be requested to appoint the umpire. The arbitration proceedings shall be held in Pakistan and under Pakistani Law.

b. The venue of the arbitration shall be the place from which the contract is issued or such other places as the Purchaser at his discretion may determine.

c. The arbitration award shall be firm and final.

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

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

29. **Court of Jurisdiction**. In case of any dispute only court of jurisdiction at Rawalpindi, Pakistan shall have 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.

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 DP-35.

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. **Gratuities/Commission/Gifts**. No commission, rebate, bonus, fee or compensation in any form shall be paid to any local or foreign agent, consultant representative, sales promoter or any intermediary by the Manufacturer/Supplier except the agent commission payable as per the agent commission policy of the government and as amended from time to time and given in the contract. Any breach of such clause(s) of the contract by Manufacturer/Supplier and/or their sole nominated representative may result in cancellation of the contract blacklisting of the Manufacturer/Supplier financial penalties and all or any other punitive measure which the purchaser may consider appropriate.

Understood agreed ☐ Understood not agreed ☐

34. **Termination of Contract**.

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.

Understood agreed ☐ Understood not agreed ☐

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.

35. **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 Rule 33 (1).

Understood agreed ☐ Understood not agreed ☐

36. **Application of Official Secrets Act, 1923**. All the matters connected with this enquiry and subsequent actions arising there from come within the scope of the Official Secrets Act, 1923. You are, therefore, requested to ensure complete secrecy regarding documents and stores concerned with the enquiry and to limit the number of your employees having access to this information.

Understood agreed ☐ Understood not agreed ☐

37. **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 ☐

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

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.

Understood agreed ☐ Understood not agreed ☐

d. Forms DP-1, DP-2 (along with Annexes), and DP-3 duly signed, are NOT received with the offers.

e. Taxes and duties, freight/transportation and insurance charges NOT indicated separately as per required price breakdown mentioned at Para 17.

f. Treasury challan is NOT attached with the offer.

g. Multiple rates are quoted against one item.

h. 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.

39. **Appeals by Supplier/ Firm**. Any aggrieved Supplier/Firm against the decision of DP (N) or CINS 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 30 days of decision
b.	Appeals for reinstatement of contracts	Within 30 days of decision
c.	Appeals for risk & expense amount	Within 30 days of decision
d.	Appeals for rejection of stores	Within 30 days of decision
e.	Appeals in all other Cases	Within 30 days of decision

Understood agreed ☐ Understoo not agreed ☐

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

41. **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 i.a.w paras 12 and 14 above and provision of documentary proof regarding financial status of the firm alongwith NTN and GST registration copies.

Understood agreed ☐ Understood not agreed ☐

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.

44. Format of DPL-15 (warranty form) and PBG are enclosed as Annex A & B.

45. **Secrecy/ Non-Disclosure Agreement (NDA)**

a. The supplier shall undertake as per attached Annex C that any information about the sale / purchase of stores under this contract shall not be communicated to person other than the manufacturer of the stores, or to any press or agency not authorized by DP(N) to receive it.

b. any breach of it shall be punishable under the Official Secrets Act, 1923 in addition to termination of the contract at the risk of the supplier.

Sincerely yours,

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

ANNEX 'A'

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'

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

1. Contract No. _____Date _____

2. Name of Firm/Contractor _____

3. Address of Firm/Contractor _____

4. Name of Guarantor _____

5. Address of Guarantor _____

6. Amount of Guarantee _____

(_____)

(in words)

7. Date of Expiry of Guarantee _____

To: **The President of Islamic Republic of Pakistan through the Controller of Military Accounts (Defence Purchase) Rawalpindi**

Sir,

8. Whereas your goodself have entered into Contract No._____ dated _____ with Messrs _____
(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 goodself for a sum of Rs._____
(Rupees _____).

9. 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 an amount not exceeding the sum of Rs. _____ Rupee_____) 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 60 days beyond 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. Our liability under this bank guarantee shall cease on the closing of banking hours on the last date of the validity of the bank guarantee claim received thereafter shall not be entertained by us whether your 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/alteration or addition/deletion provided such like actions do not increase our monetary liability under this bank guarantee which shall be limited only to Rs._____ (Rupee _____).

f. That the bank guarantee herein before given shall not be affected by any change in the constitution of the bank or customer/Supplier or vendor.

g. That this is an unconditional Bank Guarantee, which shall be encashed on sight on presentation without any reference to our customer/Supplier or vendor.

GUARANTOR

_____

Dated: _____ (Bank Seal and Signatures)

Annex "C'

UNDERTAKING/ NON – DISCLOSURE CERTIFICATE

1. I_____

(Name & Appointment)

on behalf of _____

(Name for firm / contractor)

_____

(With address and Telephone number)

2. Do hereby submit an under taking to abide by the provision of Official Secrets Act 1923 and conditions hereinafter contained. Breach of these provisions on my part or any employee of the firm, in addition to any other penalty under law, will render immediate ceasing of further interaction and meetings.

Signature _____

Status/ Appointment _____

Place_____

Date _____

1. Signature of Witness _____

Name (Block Letter) _____

CNIC No _____ Seal & Date

(Please attach photocopy)

Address _____

_____

2. Signature of Witness _____

Name (Block Letter) _____

CNIC No _____ Seal & Date

(Please attach photocopy)

Address _____

_____

DP-2

INVITATION TO TENDER FORM

1. Schedule to Tender No. **2583037/R-2511/380180 dated 28 Oct 25** This tender will be closed for acceptance at 1030 Hours and will be opened at 1100 Hours on **8th Jan 26**. Please drop tender in the Tender Box No. **206** at DP(Navy).

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 may be rejected.

3. Please tick the prescribed IT instructions and confirm complied or not complied in the column given in front of each instruction.

4. You are requested not to use ink of any color other than black and there should be no writing/ overwriting except in the column/columns specified for that purpose.

5. Any overwriting will render your offer liable for rejection.

6. You are requested to please attach DP-1 and DP-3 along with your quotation duly signed & stamped. Same can be requested from DP(N) at Email **adpn38@paknavy.gov.pk**

S NO	DETAIL OF STORES	QTY/ UNIT	UNIT PRICE	TOTAL PRICE
	Category of items: **NIV Dental (60 x Items)** List of items and quantities: As per Annex A Special/ General Instructions: As per Annex B. Criteria for selection of Firms & evaluation of brands for supply of medicines: As per Annex C.	As per Annex A		
	NOTE: 1. Technical offer on firm's letterhead must be attached with the DP-2 on separate sheet duly complied and stamped. Firms stamping/ signing on DP-2 and not providing separate technical quotes will be rejected. 2. All documents/ certificates required for evaluation of firms and brands are to be enclosed with Technical Offer.			
	18% GST			
	Grand Total			

Terms & Conditions

1. **General Instructions.** As per Annex B and Annex C.

2. **Terms of Payment**. 80% on inspection note (after successful acceptance/ inspection of stores) & 20% after issuance of CRV.

3. **Origin of Stores**. To be indicated by firm

4. **Name of Manufacturer/ Brands**. To be indicated by firm

5. **Technical Scrutiny Report**. Required.

6. **Delivery Period**. 1st July 2026 to 30 June 2027 (As per Annex B).

7. **Currency**. Pak Rupees.

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

10. **Tendering procedure** Single Stage - Two Envelope bidding procedure will be followed. PPRA Rule 36(b) as given below:

    a. **Technical Offer**: Evaluation of firms and Evaluation of brands as per criteria given in Annex B and C.

    b. **Commercial Offer**: Only those firms how are cleared technically will be considered for commercial offer. Accordingly commercial offer of only selected firms for accepted brands will be considered for award of contract based on the principle of "Lowest technically evaluated bid".

11. **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.

    a. **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. 0.5 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. 1.0 Million.

        (iv) **Submitting Improper Earnest Money**. Earnest Money/ Bid Security furnished with tender is strictly in conformity of tender/ IT condition (Clause 14 of DP-1 and Clause 11 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. **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**.

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

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. 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 2,000.00 in favour of CMA (DP).

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

e. **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 along with payment documents**.

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

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

h. Requisite amount of earnest money (in shape of CDR in the favour of CMA (DP)) is to be attached in separate envelope 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 in any case**. Earnest money can be verified at any stage.

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.

Note: In case of failure to comply with the above instructions, Terms and Conditions, offer shall be liable for rejection.

ANNEX A

TENDER NO. 2583037/R-2511/380180 DATED 28 Oct 25

General Instructions:

1. Firms are to fill all fields of this form **except unit price** and attach this page with "**Technical Offer**" duly signed/ stamped.
2. Firms are to fill all field of this form **including unit price** and attach the page with "**Commercial Offer**" duly signed/ stamped.
3. Equivalent Brands with compatible specifications also acceptable.
4. Firms are to clearly mention **quoted brands with strength & Pack size**.
5. Firms are separately mention **manufacturer & Country of Origin** as the same are different from each other.
6. Firms are to quote **unit price as "A/U**" mentioned in IT.
7. **Sample of brands (if required) will be provided by the firms during tender opening**.

S. No	(PVMS/ NIV No)	Description of Stores / Preferred Brands (Nomenclature /Generic Name (Equivalent Brands acceptable)	Strength/ Specs	A/U	Qty Req	Sample Required	Brand Quoted by the Firm	Manufacturer & Country of Origin	Quoted (Yes/ No)	Unit Price	GST (If Any)	Toral Price Including GST
1.	252 DEN	BURS TF 21	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	900	Not Req						
2.	253 DEN	BURS TR 21	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	1,200	Not Req						
3.	254 DEN	BURS TR 20	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	900	Not Req						
4.	255 DEN	BURS SRN	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	900	Not Req						
5.	256 DEN	BURS SO-20	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	500	Not Req						
6.	258 DEN	BURS TF-12 EF	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	600	Not Req						
7.	259 DEN	BURS TR-11 EF	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	1,200	Not Req						
8.	260 DEN	BURS TC-11F	MANI JAPAN/ SS WHITE OR EQUIVALENT	NO	1,200	Not Req						
9.	261 DEN	MTA PLUGGER KIT	3M/ DENTSPLY OR EQUIVALENT	KIT	30	Not Req						
10.	262 DEN	TEMPORARY CROWN MATERIAL	ULTRADENT/ 3M OR EQUIVALENT	KIT	60	Not Req						
11.	263 DEN	STRIP CROWN FOR DECIDUOUS TEETH	3M OR EQUIVALENT	KIT	30	Not Req						
12.	264 DEN	ULTRA SONIC IRRIGATION ACTIVATION TIPS	DENTSPLY OR EQUIVALENT	NO	300	Not Req						

S. No	(PVMS/ NIV No)	Description of Stores / Preferred Brands (Nomenclature /Generic Name (Equivalent Brands acceptable)	Strength/ Specs	A/U	Qty Req	Sample Required	Brand Quoted by the Firm	Manufacturer & Country of Origin	Quoted (Yes/ No)	Unit Price	GST (If Any)	Toral Price Including GST
13.	265 DEN	TEFLON TAPE FOR DENTAL USE		SPOOL	150	Not Req						
14.	266 DEN	COMPOSITE INSTRUMENTS TEFLON COATED	3M/ STYLE ITALIANO KIT/ LNM OR EQUIVALENT	NO	20	Not Req						
15.	267 DEN	ENDO FILE HOLDER		NO	22	Not Req						
16.	268 DEN	FILE HOLDER		NO	35	Not Req						
17.	269 DEN	BUR HOLDER		NO	20	Not Req						
18.	270 DEN	SURGICAL HAND PIECE WITH INTERNAL WATER SUPPLY	NSK/ W & H OR EQUIVALENT	NO	25	Not Req						
19.	271 DEN	SURGICAL HAND PIECE WITHOUT WATER SUPPLY	NSK/ W & H OR EQUIVALENT	NO	18	Not Req						
20.	273 DEN	MTA PLUGGER KIT	NSK/ W & H OR EQUIVALENT	KIT	10	Not Req						
21.	274 DEN	GELATIN SPONGE	3 M/ DENTSPLY OR EQUIVALENT	NO	300	Not Req						
22.	275 DEN	POWER CHAIN (CLOSE MEDIUM OPEN)	3M/ ORTHO ORGANIZER OR EQUIVALENT	SPOOL	25	Not Req						
23.	276 DEN	MOLAR BAND WITH PREWELD CLEAT	3M/ ORTHO ORGANIZER OR EQUIVALENT	NO	250	Not Req						
24.	277 DEN	GP POINT 45-80	PKT OF 120 DENTSPLY/ MANI/ MALIFER OR EQUIVALENT	PKT	250	Not Req						
25.	10001	ABRASIVE DENTAL PASTE	45 GMT USA/ OPAL DHARMA OR EQUIVALENT	BOTTLE	120	Not Req						
26.	10016	ALLOY SILVER	30G BOTTLE ARISTALOY/ MIRACLE MIX OR EQUIVALENT	BOTTLE	110	Not Req						
27.	10020	DRY SOCKET PASTE	BOTT OF 10GM OR 20GM ALVOGEL SEPTODENT FRANCE OR EQUIVALENT	GM	700	Not Req						
28.	10021	AMALGAM CAPSULE SPILL 1	PKT OF 50 FUTURA SWEDEN OR EQUIVALENT	PKT	150	Not Req						
29.	10026	AMALGAM POLISHING KIT	PKT OF 12 PIECES SHOFU OR EQUIVALENT	PKT	150	Not Req						
30.	10037	ARTICAINE WITH EPINEPHRINE	4% + 1:100000 (PKT OF 50 CARTRIDGES) MEDICAINE OR EQUIVALENT	PKT	500	Not Req						
31.	10040	ARTICULATOR DENTAL ANA TROPICAL	SHOFU OR EQUIVALENT	EACH	8	Not Req						
32.	10052	BAND MATRIX DENTAL BONNALIE	PKT OF 12 TOFELMIR USA OR EQUIVALENT	EACH	300	Not Req						
33.	10053	BAND MATRIX DENTAL BONNALIE SIZE 4	PKT OF 12 TOFELMIR USA OR EQUIVALENT	EACH	300	Not Req						
34.	10054	BAND MATRIX DENTAL BONNALIE SIZE 5	PKT OF 12 TOFELMIR USA OR EQUIVALENT	EACH	200	Not Req						
35.	10055	BAND MATRIX DENTAL SIQVELAND NARROW	PKT OF 12 TOFELMIR USA OR EQUIVALENT	EACH	200	Not Req						

S. No	(PVMS/ NIV No)	Description of Stores / Preferred Brands (Nomenclature /Generic Name (Equivalent Brands acceptable)	Strength/ Specs	A/U	Qty Req	Sample Required	Brand Quoted by the Firm	Manufacturer & Country of Origin	Quoted (Yes/ No)	Unit Price	GST (If Any)	Toral Price Including GST
36.	10056	BAND MATRIX DENTAL SIQVELAND WIDE	PKT OF 12 TOFELMIR USA OR EQUIVALENT	EACH	200	Not Req						
37.	10066	BARS. LINGUAL OVAL, STAINLESS STEEL LONG	ALL STAR USA OR EQUIVALENT	EACH	260	Not Req						
38.	10067	BARS LINGUAL OVAL, STAINLESS STEEL MEDIUM	ALL STAR USA OR EQUIVALENT	EACH	260	Not Req						
39.	10076	BITE REGISTRATION RECORD TRAY		NO	100	Not Req						
40.	10077	BLOCK, SOLDERING ASBESTOS		NO	40	Not Req						
41.	10078	BONDING MATERIAL FOR BRACKETS		KIT 3M DENTAURUM	100	Not Req						
42.	10086	BOWL, RUBBER, FOR PLASTER, LARGE		NO	60	Not Req						
43.	10089	NERVE BROACH	PKT OF 10 DENTSPLY/ MALIFER/ MANI OR EQUIVALENT	PKT	100	Not Req						
44.	10090	BRUSH POLISHING SMALL CUP SHAPE	PKT OF 6 PCS OR EQUIVALENT	PKT	250	Not Req						
45.	10091	BRUSH SS BUR CLEANING BRUSH		NO	50	Not Req						
46.	10092	BRUSH, BRISTLE, DISC SHAPE, LARGE FOR RIGHT ANGLE HAND PIECE		NO	500	Not Req						
47.	10093	BRUSH, BRISTLE, DISC SHAPE, LARGE FOR STRAIGHT HAND		NO	210	Not Req						
48.	10094	BRUSH, BRISTLE, DISC SHAPE, SMALL FOR RIGHT ANGLE HAND		NO	1,000	Not Req						
49.	10096	BRUSH, BUR, WIRE, WITH HUB, FOR ENGINE CABLE		NO	20	Not Req						
50.	10097	BRUSH, CAMEL HAIR		NO	500	Not Req						
51.	10098	BUR, LATHE, 6.10CM, 2 ROWS HARD, STRAIGHT		NO	70	Not Req						
52.	10099	BUR, LATHE, 7.62CM, 4 ROWS, HARD, CONVERGING		NO	20	Not Req						
53.	10100	BUR, LATHE, 7.62CM, 4 ROWS, SOFT WHITE, CONVERGING		NO	90	Not Req						
54.	10105	BRUSHES LATHE DIFFERENT SIZES		NO	20	Not Req						
55.	10106	BUR DENTAL EXCAVATING FRICTION GRIP DOMED FISSURE STRAIGHT PLAIN, TUNGSTEN CARBIDE NO. 2	PKT OF 6 MANI/ SHOFU/ S.S WHITE OR EQUIVALENT	PKT	100	Not Req						

S. No	(PVMS/ NIV No)	Description of Stores / Preferred Brands (Nomenclature /Generic Name (Equivalent Brands acceptable)	Strength/ Specs	A/U	Qty Req	Sample Required	Brand Quoted by the Firm	Manufacturer & Country of Origin	Quoted (Yes/ No)	Unit Price	GST (If Any)	Toral Price Including GST
56.	10107	BUR DENTAL EXCAVATING FRICTION GRIP DOMED FISSURE STRAIGHT PLAIN, TUNGSTEN CARBIDE NO. 3	PKT OF 6 MANI/ SHOFU/ S.S WHITE OR EQUIVALENT	PKT	200	Not Req						
57.	10108	BUR, FISSURE DIAMOND, FOR RIGHT ANGLE HAND PIECE (LONG)	PKT OF 6 MANI/ SHOFU/ S.S WHITE OR EQUIVALENT	PKT	300	Not Req						
58.	10109	BUR, FISSURE DIAMOND, FOR RIGHT ANGLE HAND PIECE (SHORT LENGTH)	PKT OF 6 MANI/ SHOFU/ S.S WHITE OR EQUIVALENT	PKT	700	Not Req						
59.	10110	BUR, FISSURE, SQUARE CROSS CUT, FOR RIGHT ANGLE HAND PIECE, NO 6	PKT OF 6 MANI/ SHOFU/ S.S WHITE OR EQUIVALENT	PKT	120	Not Req						
60.	10111	BUR, FISSURE, SQUARE CROSS CUT, FOR STRAIGHT HAND PIECE, NO 2	PKT OF 6 MANI/ SHOFU/ S.S WHITE OR EQUIVALENT	PKT	800	Not Req						

TENDER NO. 2583037/R-2511/380180 DATED 28 Oct 25

SPECIAL INSTRUCTIONS / TERMS AND CONDITIONS

Description	**Firm's Remarks Comply / Not Comply**
1. **GENERAL** a. All medical stores items will be according to Generic nomenclature as per PVMS/NIV lists. Any deviation will not be accepted. b. Supplied medical stores should have atleast 2 years/minimum of 70% remaining shelf life at the time of delivery with some exceptions:- (1) The surgical disposables having shelf life of 04 years or more are acceptable at minimum of 50% shelf life. (2) Lab kits with 50% shelf life are accepted. (3) In case of emergent requirement stores with less shelf life can be accepted at the discretion of inspection authority to fulfill user requirement. c. The under taking from the company/distributor for replacing the same with fresh stock (if not consumed) will be provided by the contractor for items in para b (1), & (2) above. d. The supplier/firm is bound to replace the near expiry (06 months or less) medical stores with fresh stock if not consumed without any extra charges. e. Delivery challan and invoice must include the information i.e nomenclature, batch number, and manufacturing and expiry date at the time of delivery of goods. f. Supplier/firm will ensure provision of Analysis Report of chemical/ regeants & lab kits in case of manufacturing and expiry date are not mentioned. Otherwise supply will not be accepted. The Quality Control (QC)/Quality Assurance (QA) test report of other medical store items supplied at PNMSD/PNS HAFEEZ will be submitted as and when required. g. Any discrepancy found at any level/ period within shelf life of delivered stores will be compensated by relevant firm. h. The supplier shall be responsible for repacking/ shifting and transportation of Medical Stores (if required), at the end user's location after inspection at the consignee warehouse. j. supplies will be accepted by PNMSD/ PNS HAFEEZ from 0800 till 1300 hrs from Monday to Thursday and 0800 till 1100 hrs on Friday. No supplies will be accepted on Public and National Holidays. k. supplier must not supply excess quantity from contracted quantity prior amendment in the contract. Payment of excess supplied quantity will not be made/ cleared (if any).	

2. **PACKING**: The Medical Stores items must be delivered in proper sealed bottles/ containers i.e primary and secondary packaging of good quality with proper labeling (as per Drugs Act 1976) clearly specifying all the pre-requisite information.

3. **DELIVERY**:

a. Medicines will be demanded and delivered as per supply order on quarterly basis or as and when required during:**FY 2026-27 (1st July 2026 to 30 June 2027)**. Mode of delivery shall be **Supply Order Based (SOB)**

b. The consignee is not bound to take the entire contracted quantity of this contract and demand will be governed according to the requirement. The supplier will not claim any compensation on this account, quantities of items may be **15%** enhanced i.a.w PPRA rules.

c. Every item must be stamped (by laser printing/ permanent printing) **NOT FOR SALE, PNMSD USE ONLY** and stamp should be visible clearly on the outer carton, vial, ampoules, bottles and on blister packing etc.

d. Compliance to national and international standards of "**Cold Chain Facility",** (where applicable) is mandatory for supplier. Failing which the items will be returned.

e. Contractor/ Supplier is bound to supply required medicine within 30 days as stipulated in the supply order. In case of late delivery of stores, LD charges will be imposed as per DPP&I-35 (Revised 2024) @ 1% to 2% per month of the value of stores delivered late However, maximum penalty shall not exceed 10% of the total value of such stores.

4. **INSPECTON**:

Inspection of stores will be carried as per NHQ directive No. SS-P/0101/PNMSD dated 02 Oct 17.

a. Ensure upon recieveing that quantities supplied or according to supply order.

b. Will ensure proper shelf life as per para 1(b).

c. Will ensure inner & outer packing of product according to the standards. No worn out of tempering of seals allowed.

d. There should be no breakage of ampoules/Vial, foil/blisters & bottle.

e. Date of expiry & manufacturing date should be clearly mention on outer and inner packing material.

f. Batch number on inner & outer packing should be printed/ engraved.

g. "**NOT FOR SALE, PNMSD USE ONLY"** stamp should be clearly mentioned on all vial/ampoules/blister/foil/bottles and also on outer packing.

h. Ensure proper storage of medicines, in case of temperature sensitive items to ensure "cold chain".

j. Ensure all the particulars i.e product name, quantity, batch No, Mfg, date and expiry date are mentioned on Deliver Challan.

k. Product supplied should be of "**Single or Two Batches**", multiple batches are not acceptable.

5. **AFMSL/TESTING** Random samples out of delivered stores by supplier, will be sent for AFMSL/DTL testing on discretion of purchaser. Quantities of items consumed/sent for testing will be replenished free of cost (FoC) by supplier. 6. **TEST AND INSPECTION EXPENDITURE** a. Whenever incurred will be borne by supplier. b. Any product of the firm that is declared 'Spurious' substandard by any government/contracted lab all products of that firm will be rejected. c. The firm should not have any biotech recall history of being substandard/ adulterated for last two years.	

EVALUATION CRITERIA FOR SECLECTION OF FIRMS & EVALUATION OF BRANDS FOR SUPPLY OF MEDICINES

While adhering to the PPRA Rules-2004, this Evaluation Criteria has been set forth based on which selection of firms and evaluation of brands of medicines/ medical stores will be made as per schedule of stores given in this tender. The evaluation criteria comprise of two parts. The same are covered in succeeding paragraphs.

Part-I. Evaluation Criteria for Selection of Firms/ Suppliers.
Part-II. Evaluation Criteria for selection brands of Medicines/ Drugs.

PART-I: EVALUATION CRITERIA FOR SELECTION OF FIRMS/ SUPPLIERS

1. As laid out in PPRA-2004, companies/ suppliers participating in the tender must fulfill the eligibility criteria laid down hereunder in totality. In case any clause is not applicable on certain products/ types of medicines, the same should be replied as “Not Applicable” along with cogent reasons/ justification.

a. **Licenses**

(1) Manufacturer shall provide valid Drugs Manufacturing License.
(2) Sole agents of Foreign Principal shall provide Valid Drugs Sale license.
(3) Sole agents/importers will also provide valid sole agency agreement.
(4) Manufacturers represented by distributer are to submit their drug sale license along with manufacturer’s license and authority letter of companies being represented.

b. **Good Manufacturing Practices (GMP) Certificate**

(1) Firm shall provide valid GMP certificate. The firm whose GMP certificate is expiring by June 2018 and applied for renewal in time but the inspection not conducted by Drug Regulatory Authority of Pakistan/ concerned Regulatory Authority then last issued GMP certificate will be considered valid, however, the firm will provide GMP upon receipt of the same but before signing of contact.
(2) In case of imported products valid GMP certificate or equivalent issued by the regulatory authority of manufacturer’s country will be accepted.

c. **ISO Certificate or equivalence from country of origin**

(1) ISO certification or equivalent for manufacturing of pharmaceuticals is to be submitted along with documents.

(2) In case of distributer, ISO certificate from the manufacturer being represented is to be submitted.

e. **Spurious Adulterated and Sub Standard Drug**

(1) Any firm whose product is declared 'Spurious' by any Government Laboratory will not be eligible.
(2) If during testing of samples any product is declared sub-standard or adulterated the firm will not be eligible.
(3) If the firm is convicted by Drug Court during last three years the same will not be eligible.

f. **Financial Health**

(1) A summary of continuous supply records for last three years of each quoted product to ascertain the availability of product in the local market.
(2) The firm shall provide volume of sales in terms of units/ cost for last three years.
(3) Audit report and tar turn for last one year.
(4) NTN and GST certificates of firm/ distributer/ importer.
(5) Annual turnover of goods must be Ten times more than the approximate quantities mentioned in the tender. Documentary proof of the same is to be provided.

g. **HVAC System**

(1) The production unit must have a proper HVAC system.
(2) Certification of the same is to be provided.

h. **Registration (Permanent / Provisional) with DGDP**

(1) As given in Form DP-1, all participating firms / suppliers should preferably be registered with DGDP. However, all non-registered firms MUST be willing to register with DGDP (Permanent or Provisional) to quality for this tender.
(2) For all non-registered firms, security clearance will be carried out by DGDP (F.S Section) through ground-check prior their registration. All those firms who do not provide requisite verification documents for registration / security clearance shall not be considered for award of contract.
(3) If any information given was found to be incorrect, incomplete or materially inaccurate, the entire offer will be rejected i.a.w Rule-18 of PPRA-2004.
(4) If the supplying firm is already black listed by any government procuring agency the offer will be rejected i.a.w DPP&I-35 (REVISED 2024) promulgated by MoDP / DGDP.

DISQUALIFICATION OF SUPPLIERS / FIRMS

As laid out in Rule-17 of PPRA-2004, DP (Navy) reserves the right to reject any offer(s) at any stage of the procurement proceedings, upon having credible reasons for or prima facie evidence of any defect in suppliers / firms capacities or inaccurate claims made for specific brands / types of medicines to be fully compliant to the aforementioned criteria irrespective of the fact that whether such firms / brands were already pre-qualified / selected or not. This disqualification may, inter alia, be made along with confiscation of earnest money (bid security) and / or any other disciplinary / legal action as prescribed in DPP&I-35 (Revised 2024) and Rule-19 of PPRA-2004.

POINT OF CONTACT REGARDING ANY TECHNICAL QUERIES

In case of any queries related to technical nature or specifications of medicines / items required under this tender, following point of contact is to be approached for clarification / guidance between 8.00 AM to 3.00 PM hours on any working day:

OI/C PNMSD at PNS SHIFA
DHA-Phase-II, KARACHI

Telephone: 021-48506513
021-48506639

Commandant PNS SHIFA
Telephone: 021-48506501

Commandant PNS HAFEEZ
Telephone: 051-20063297

Tender No- **2583037/R-2511/380180 DATED 28 Oct 25**

Name of the Firm……
DGDP Registration No……..
Address……
Telephone No. ……
Official E-Mail……..
Fax No ……
Mobile No ……...

To:
The Director of Procurement (Navy)
(Section P-38)
Through Bahria Gate, Near SNID Centre,
Naval Residential Complex, Sector E-8
ISLAMABAD.
TEL: 051-20062079

Dear Sir

Date_____

g. 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. DPP&I-35 (Revised 2024) 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.
€ 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.
€ Principal's Performa invoice (in original)
(f) Earnest money
(g) Treasury Challan Form for tender Fees as applicable

DOCUMENTS TO BE ATTACHED WITH THIS QUOTATION

1. **Distributor Documents:**

a. Valid DRAP License for sale of drugs.

b. Valid authority letter/ sole agency agreement with manufacturer/ importer to participate in DP(Navy) tender. **When a number of distributors are involved in supply chain authority letter of all firms are required (From Manufacturer to importer and then to distributor).**

c. NTN and GST certificates of firm/ distributer/ importer with FBR.

d. Active Tax Payer Certificate.

e. Valid DGDP registration letter (Permanent/ provisional).

f. Audit report and tar turn for last one year.

2. **Manufacturer/ Importer Documents:**

a. Valid Drugs Manufacturing License (DML) as per country of origin.

b. Valid Current Goods Manufacturing Practices (CGMP) license as per country of origin.

d. Price list of manufacturer is to be attached with commercial offer.

d. NTN and GST certificates.

e. Active Tax Payer Certificate.

f. Annual turnover of goods must be Ten times more than the approximate quantities mentioned in the tender. Documentary proof of the same is to be provided.

g. ISO certification or equivalent for manufacturing of pharmaceuticals is to be submitted along with documents.