



**SAINDAK METALS LIMITED**  
**Ministry of Energy (Petroleum Division)**  
**Government of Pakistan**

**TENDER DOCUMENT FOR SUPPLY OF DRY ITEMS**

**Invitation of Tender and Instructions to Bidders (Must Read Carefully)**

M/s: \_\_\_\_\_

Dear Sirs,

We are pleased to invite your sealed tenders for the items listed in the attached schedule/s. The terms & conditions of the tender / supplies are given below: -

**Introduction:**

SML is seeking proposals from qualified, registered with tax authorities' organizations to distribute Ration to poor people in the local community of Balochistan. The goal of this initiative is to provide basic necessities to those who are most in need, especially during these difficult times.

**Scope of Work:**

The selected organization will be responsible for the distribution of Ration worth 70.50 **Million** to the target population in Baluchistan as mentioned in the tender document bellow. The Ration items should be of good quality and should include essential items such as **flour 20kg, Sugar 5kg, Meezan Oil 5 ltr. bottle, Rice Super Basmati 5kg, Basan 2 kg, Daal Mix 3 kg, Dates 1/2 kg, Tapal Tea 250 gm.** The organization should have the necessary infrastructure, including storage facilities, transportation, and trained staff, to ensure the efficient distribution of Ration to the target population.

**Eligibility Criteria:**

Organizations interested in submitting proposals must meet the following eligibility criteria:

- Must be a registered with tax authorities.
- Must have prior experience in distributing Ration or other essential items to low-income communities in Balochistan.
- Must have a clear understanding of the local community and its needs.
- Must have a sound financial management system and be able to provide audited financial statements for the past three years.
- Quality samples (01 Packet/ Both /Kg of each item) (Non-Returnable)
- Technical Proposal of item & Company profile.
- Copy of GST & NTN certificate
- General Order Supplier or Importer or Manufacturers / Authorized Distributor of manufacturer can participate in tender.
- Certificates of Distribution (experience)
- Bid will be awarded on technically qualified individual lowest rates basis.
- Blacklisting: Any firm wishing to participate in this tender process must not be blacklisted by any government agency or regulatory body. As a condition of submitting a bid, the firm must provide an

affidavit stating that it is not currently blacklisted. Failure to submit this affidavit or any misrepresentation of the firm's blacklisting status may result in disqualification from the tender process.

- Physical: Proper sealed pack/Cotton.
- Labeling: Date of manufacturing and expiry must be printed on each Packet - Expiry dates printed on removable stickers are not acceptable - Expiry less than 06 months at the time of delivery is not acceptable - Registered Brand - Brand name must be labeled on each Packet.
- Transportation / Delivery: Supplies to be delivered in hygienically cleaned and covered vehicle so that items are not exposed to sunlight and other pollution.
- Packing: Each packing shall be clearly marked or labeled with a name of SML. Damaged, dirty and dusty Bottles & Packets are not acceptable.

The tender will not be considered if complete information required is not given therein. Particular attention must be paid to delivery time.

Authorized Signatures of individual signing the tender and other documents connected with the contract must specify whether signing as:

- a. Sole Proprietor or his attorney.
- b. A registered active partner of the firm or his attorney.
- c. For the firm per procreation.
- d. As secretary, Manager, Partner, etc., or their attorney in case of firms registered under Partnership Act.
- e. In any query without hesitate you will contact / emails mentioned concerned officer.

I / We hereby confirm having read and understood the terms and conditions of the tender and I / we expressly confirm and agree that our tender for the supply of above mentioned items are in terms of and subject to the terms and conditions of the tenders.

**Must fill all mentioned fields.**

Bidder's Signature \_\_\_\_\_ Bidder's Name \_\_\_\_\_

Designation \_\_\_\_\_ Address \_\_\_\_\_

Tel No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Contact Person \_\_\_\_\_ Cell No. \_\_\_\_\_

Valid Email \_\_\_\_\_ GST No. \_\_\_\_\_

NTN NO. \_\_\_\_\_

Description	Bid Price Pak Rs.
Packing cost Inclusive of all taxes, Transportation & Labor Charges.	

## **Tender Terms & Conditions**

1. If at any stage documents provided by bidder found tempered /bogus deposited Earn Money will be fortified.
2. All participants are required to quote rates inclusive of all Govt: Taxes & GST. All applicable taxes would be deducted. Transport charges and labor Ration distribution charges separately.
3. Please note that quoted rates must be firm and final in all respect.
4. Guarantee & warrantee must be provided. (if applicable)
5. Payment TERMS NET THIRTY DAYS or as agreed.
6. All applicable Income tax will be deducted at source.
7. Bid will be awarded on technically qualified individual lowest rates basis.
8. Items are subject to evaluation by providing advance sample to determine the required quality by the user department/Evaluation Committee. Item found below standard shall be rejected & not entertained.
9. If goods delivered late than delivery schedule mentioned in Purchase Order. An amount equivalent to 1% per day will be charged.
10. SML has right to visit the bidder's office site (if required).
11. Successful bidders will be informed their results on February 11, 2026 at 11:30 am.
12. Packing must be suitable for four to five times (loading off-loading).
13. Sample of the food package as described in the tender form must be delivered to SML head office on bid opening date.

### **Bids Security:**

The Tender should be accompanied by a 2% on the total bid cost in the form of a Pay Order in the name of M/s Saindak Metals Limited. Bids security in other form will not be accepted. All tenders without Bids Security shall not be considered.

### **Prices**

The Ration will be distributed in the following areas;

- Kachao area
- Tehlab area
- Mashkail area
- Durbuncha area
- Pathkok and Amuri area
- Ziarat-e- Balanosh area
- Faseela area
- Kargoshkan ara
- Head Office Quetta.

The price should be quoted for complete One Package which includes **flour 20kg, Sugar 5kg, Meezan Oil 5ltr Bottle, Rice super basmati 5kg, Basan 2kg, Daal Mix 3 kg, Tea Tapal 250 gms, Dates ½ kg** should be put in a cotton sealed and the cotton must have Saindak Metals Limited Name and Logo, the flour 20kg along with cotton becomes one complete package for which bidders must quote one price which must be inclusive of transportation cost, all taxes and Packaging cost.

### **Delivery of Ration:**

The delivery of Ration and distribution of Ration shall start from February 11, 2026. The Ration must be distributed in the above mentioned villages on or before February 17, 2026 Just after the Purchase award given to the selected Firm.

1. All duty taxes will be ducted from invoices.

2. 2. The price must include the transportation cost to the above areas to deliver. All applicable taxes would be deducted.

**Performance Security:**

The successful Bidder, shall furnish Performance Security in the form of pay order or demand draft or bank guarantee or performance bond issued by insurance company of at least rating, provided that:

- The amount will be 5% of contract price.
- Have a minimum validity period until the date of expiry of contract period or termination of service, or fulfillment of all obligations under the contract, whichever is later.
- The performance security shall be forfeited in case of bidder fails to deliver the goods in accordance with the items and conditions of the contract, including specifications, delivery schedule, quality, and performance standards.
- The performance security shall be released to the bidder after the satisfactory completion of the contract.
- The procuring Agency reserves the right to call upon the Performance Security at any time if the bidder is found to have provided false or misleading information in its bid, or has engaged in any corrupt or fraudulent practices in connection with the procurement process.

**Acceptance of Tender:**

SML does not pledge itself to accept the lowest tender and reserve the right to accept or reject any or all tenders / quotations, divide business among more than one supplier or accept the tenders at rates on lowest individual items or extend the date of opening / cancel as per PPRA Rules.

Company Seal:

Company Rep(s): Signature\_\_\_\_\_