

Standard Bidding Document

Supply and Installation of Furniture for Custom Complex at Sost, under the
project Construction of Custom Complex at Sost
(Goods)

National

Single Stage-One Envelope



February 28, 2026

Collectorate of Customs Gilgit-Baltistan (FBR), Additional Collector

For further information and clarification: 1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2.

Office of the Project Manager, NESPAK House, G-5/2, Islamabad

Phone: +92-333-915-6565, Email: tahiriqbal@fbr.gov.pk

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INVITATION TO BIDS PROCUREMENT OF GOODS

1. The **Collectorate of Customs Gilgit-Baltistan (FBR)** has reserved Funds for the procurement planned for FY **2025-26**. The **Collectorate of Customs Gilgit-Baltistan (FBR)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Supply and Installation of Furniture for Custom Complex at Sost, under the project Construction of Custom Complex at Sost**".

2. The **Collectorate of Customs Gilgit-Baltistan (FBR)** invites E-bids from eligible Bidders for procurement of goods described in the bidding documents on **EPADS v2.0**.

3. **Single Stage-One Envelope** will be used by adopting **Least Cost Based Selection (LCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority from time to time.

4. All Bids must be accompanied by a Bid Security amounting described in Bid Security Section in Bidding Document in the form of **Pay Order, Bank Guarantee, Demand Draft**. Where **Bid Security** is not required by the **Procuring Agency**, Bidders are required to furnish **Bid Security Declaration** as specified in Bidding Document.

5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at <https://vendors.epads.gov.pk/>.

6. Bidder(s) are required to get themselves registered on **EPADS v2.0** on or before **Monday, March 16, 2026 11:00 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Monday, March 16, 2026 11:30 AM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet registered on the new version of **EPADS v2.0**, may register themselves on <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>

In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and on Authority's website at (www.ppra.org.pk).

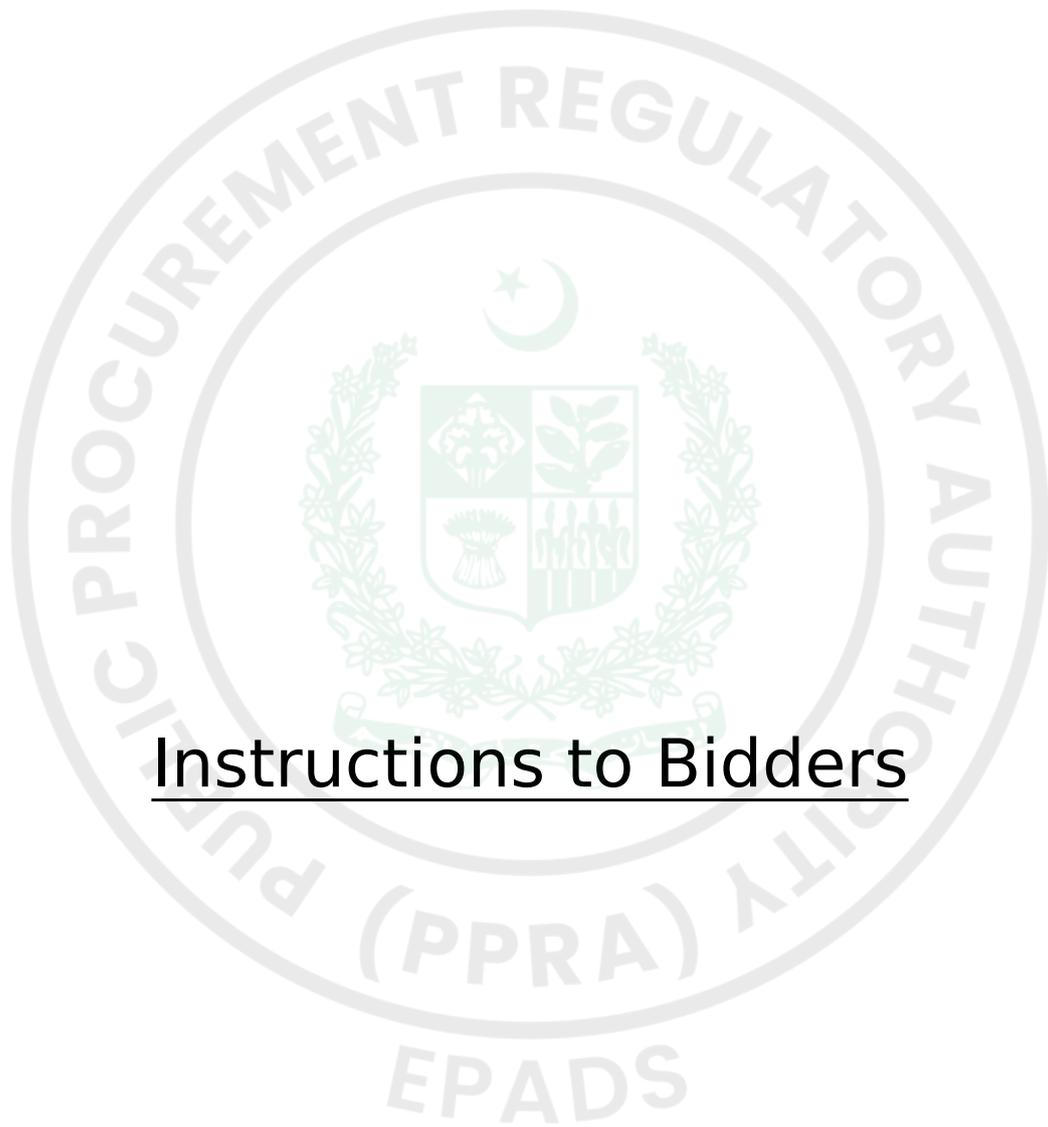
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Instructions to Bidders

A. Introduction

1. Scope of Bids

1.1 The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids **through EPADS v2.0** for the provision of Goods for as specified in the BDS and **in Section V - Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. The successful Bidders will be expected to provide the goods within the specified period and timeline(s) as stated in the **BDS**.

2. Source of Funds

2.1 Source of funds is referred in Clause-1 of Invitation for Bids.

3. Eligible Bidders

3.1A Bidder may be natural person, company or firm or public or semi-public agency of Pakistan or any foreign country, or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of the contract.

Verifiable copy of the agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid.

The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.

Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring Agency and in line with any

instructions issued by the Authority.

(The limit on the number of members of JV or Consortium or Association may be prescribed in BDS, in accordance with the guidelines issued by the PPRA).

3.2 The invitation for Bids is open to all prospective suppliers, manufacturers, or authorized agents / dealers subject to any provisions of incorporation or licensing by the respective national incorporating agency or statutory body established for that particular trade or business. Procuring agencies shall specify the registration/licensing requirements for the foreign bidders keeping in view the requirement of that business.

3.3A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

1. are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the Goods to be purchased under this Invitation for Bids.
2. have controlling shareholders in common; or
3. receive or have received any direct or indirect subsidy from any of them; or
4. have the same legal representative for purposes of this Bid; or
5. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bids of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or
6. Submit more than one Bid in this Bidding process.

3.4A Bidder may be ineligible if -

1. he is declared bankrupt or, in the case of company or firm, insolvent;
2. payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting (in accordance with the national laws) in the total or partial loss of the right to administer and dispose of its property;

3. the Bidder is convicted, by a final judgment, of any offence involving professional conduct;

4. the Bidder is blacklisted locally or by international organizations and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of Bid securing declaration.

3.5As and when required, bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.

3.6Bidders shall submit Bids relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten (10) percent of the Bid price is envisaged.

4. Eligible Goods and Related Services

4.1All goods and related services to be supplied under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such goods and services. For purpose of this Bid, ineligible countries are the countries declared ineligible by the Federal Government.

5. One Bid per Bidder

5.1A bidder shall submit only one Bid, in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.

5.2The Bidder shall not engage a subcontractor for any portion of the contract if the value of such subcontracting exceeds thirty percent (30%) of the total contract amount.

6. Cost of Bidding

6.1Any cost incurred by the bidder relating to the preparation and submission of its Bid shall be borne by the bidder, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. Bidding Documents

7. Contents of Bidding Document

7.1 The Goods required, Bidding procedures, and terms and conditions of the contract are prescribed in the Bidding Documents. In addition to the Invitation for Bids, the Bidding documents which should be read in conjunction with any addenda issued in accordance with **ITB 9.1** include:

Section I - Invitation to Bids

Section II Instructions to Bidders (ITB)

Section III Bid Data Sheet (BDS)

Section IV Evaluation Criteria, Specifications, Schedule of Requirements

Section V Bid Forms

Section VI General Conditions of Contract (GCC)

Section VII Special Conditions of Contract (SCC)

Section VIII Contract Forms

7.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding documents. Failure to furnish all the information required in the Bidding documents through **EPADS v2.0** will be at the Bidder's risk and may result in the rejection of his Bids.

8. Clarification of Bidding documents

8.1 A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency through **EPADS v2.0**.

8.2 The Procuring Agency will within three (3) working days after receiving the request for clarification, respond to any request for clarification through **EPADS v2.0** provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in **ITB 22**

8.3 Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through **EPADS v2.0**, including a description of the inquiry, but without identifying its source.

8.4 Should the Procuring Agency deem it necessary to amend the Bidding document as a result of a clarification, it shall do so following the procedure under **ITB 9**.

8.5 If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding document.

8.6 Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be uploaded on **EPADS v2.0**. Any modification to the Bidding documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to **ITB 9**. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

9. Amendment of Bidding documents

9.1 Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or Pre-Bid meeting may modify the Bidding documents by issuing addenda through **EPADS v2.0**.

9.2 The Procuring Agency shall promptly publish the addendum through **EPADS v2.0**.

Any addendum issued including the notice of any extension of the deadline shall also be communicated through EPADS v2.0 to all the bidders who have already submitted their bids. Such bidders shall have the right to withdraw their already submitted bid and re-submit the revised bid prior to the original or extended bid submission deadline.

9.3 To give prospective Bidders reasonable time in which to take an addendum/corrigendum into account in preparing their Bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of Bids through **EPADS v2.0**:

Provided that the Procuring Agency shall extend the deadline for submission of Bids, if such an addendum is issued within last three (03) days of the Bids submission deadline.

C. Preparation of Bids

10. Language of Bid

10.1 The Bid prepared by the bidder, as well as all correspondence and documents relating to the Bids exchanged by the Bidder and the Procuring Agency shall be written in the English language unless otherwise specified in the BDS. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in the English language unless otherwise specified in the **BDS**, in which case, for purposes of interpretation of the Bidder, the translation shall govern.

11. Documents and samples Constituting the Bid

11.1 The Bid prepared by the Bidder shall constitute the documents required in the **BDS**.

Details of sample(s) where applicable and requested in the BDS.

Documentary evidence established in accordance with ITB that the Bidder is eligible and/or qualified for the subject bidding process;

Documentary evidence established in accordance with **ITB** that the Bidder has been authorized by the manufacturer to deliver the goods into Pakistan, where required and where the supplier is not the manufacturer of those goods;

Documentary evidence established in accordance with ITB that the goods and related services to be supplied by the Bidder are eligible goods and services, and conform to the Bidding Documents;

Bid security or Bid Securing Declaration furnished in accordance with **ITB 18**.

12. Documents Establishing Eligibility of the Goods and Conformity to Bidding documents

12.1 To establish the conformity of the bidder to the Bidding document, the Bidder shall furnish as part of its Bids the documentary evidence that Goods provided conform to the technical specifications and standards.

13. Documents Establishing Eligibility and Qualification of the Bidder

13.1The Bidder shall furnish, as part of its Bid, all those documents establishing the Bidder's eligibility to participate in the Bidding process and/or its qualification to perform the contract if its Bid is accepted.

14. Form of Bids

14.1The Bidder shall fill the Form of Bid furnished in the Bidding documents. The Bids Form must be completed without any alterations to its format and no substitute shall be accepted.

15. Bids Prices

15.1The Bids Prices quoted by the Bidder in the Form of Bid and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the Bidding documents.

15.2All items in the Schedule of Requirement must be listed and priced separately in the Price Schedule(s). If a Price Schedule shows items listed but not priced and neither explicitly denied, their prices shall be construed to be included in the prices of other items.

15.3Items not listed in the Price Schedule shall be assumed not to be included in the Bid, and provided that the Bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive Bidder(s) shall be construed to be the price of those missing item(s)

15.4The Bid price to be quoted in the Form of Bid in accordance with **ITB 14.1** shall be the total price of the Bid.

15.5The Bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total Bid price of the Goods it proposes to provide under the contract.

15.6Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account. A Bid submitted with an adjustable price will be treated as non-responsive and shall be rejected.

16. Bids Currencies

16.1Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS in accordance with Rule 42 (2) of the Public Procurement Rules, 2025.

17. Bids Validity Period

17.1 Bids shall remain valid for the period specified in the **BDS** after the Bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of Bid validity will be determined from the complementary Bid securing instrument, i.e. the expiry period of Bid Security or Bids Securing Declaration as the case may be.

The procuring agency shall ordinarily be under an obligation to process and evaluate the bid and to issue letter of award within the stipulated bid validity period.

17.2 Under exceptional circumstances, prior to the expiration of the initial Bid validity period, the Procuring Agency may request the Bidders' consent to an extension of the period of validity of their Bids only once through **EPADS v2.0**, for the period not more than the period of initial bid validity. The Bid Security provided under **ITB 18** shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security or causing to be executed its Bid Securing Declaration. A Bidder agreeing to the request will not be required nor permitted to modify its Bid, but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension.

18. Bid Security or Bid Securing Declaration

18.1 The Bidder shall furnish as part of its Bid, a Bid Security in accordance with the Public Procurement Rules.

The original Bid Security shall be enclosed within the sealed envelope and to be submitted physically before closing time for submission of bids. Whereas, scanned copy of bid security shall be uploaded electronically through EPADS v2.0 before closing hours for submission of bids.

The Bidder who failed to submit the original Bids security before the submission deadline shall be disqualified straightaway.

18.2 The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to **ITB 18.7**.

18.3 The Bid Security shall be denominated in the local currency, and it shall be a Bank Draft in the name of the Procuring Agency and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period

for Bids/Bid Validity is extended. In either case, the form must include the complete name of the Bidder.

18.4 The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in **ITB 18** are invoked.

18.5 Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bids Validity prescribed by the Procuring Agency pursuant to **ITB 17**. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest:

1. the expiry of the Bid Security;
2. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the Bid documents;
3. the rejection by the Procuring Agency of all Bids;
4. the withdrawal of the Bids prior to the deadline for the submission of Bids, unless the Bids documents stipulate that no such withdrawal is permitted.

18.6 The successful Bidder's Bids Security will be discharged upon the Bidder signing the contract, or furnishing the Performance Guarantee.

18.7 The Bid Security may be forfeited or the Bid Securing Declaration executed:

1. if a Bidder:
2. withdraws its Bid during the period of Bid Validity as specified by the Procuring Agency, and referred by the Bidder on the Form of Bids except as provided for in **ITB 17.2**; or
3. does not accept the correction of errors; or
4. in the case of a successful Bidder, if the Bidder fails:
5. to sign the contract; or
6. to furnish Performance Guarantee.

19. Withdrawal, Substitution, and Modification of Bid

19.1 Before Bid submission deadline, any Bidder may withdraw, substitute, or modify its Bid after it has been submitted through EPADS v2.0. Bids requested to be withdrawn, shall be returned unopened to the Bidders through **EPADS v2.0**.

20. Format and Signing of Bid

20.1 The Bidder shall prepare and submit Bids with due diligence after carefully reading all the terms and condition **before bid submission deadline** through EPADS v2.0.

D. Submission of Bids

21. Submission of Bids through EPADS v2.0

21.1 The Technical and Financial Bids if required to submitted, shall be submitted on **EPADS v2.0**.

22. Deadline for Submission of Bids

22.1 Bids shall be received by the Procuring Agency through **EPADS v2.0** before bid submission deadline.

22.2 The Procuring Agency may, under exceptional circumstances, extend the deadline for the submission of Bids, after recording reasons in writing and in an equal opportunity manner.

In such case, all rights and obligations of the Procuring Agency and the Bidders that were previously governed by the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

23. Opening of Bids

23.1 The Bid Evaluation Committee of the Procuring Agency shall open all Bids through the EPADS v2.0, on the date and time specified in the Bid Data Sheet (BDS).

23.2 The Bid Evaluation Committee **shall generate minutes through EPADS v2.0 containing brief details of bid opening process.** The record of the Bid opening shall include, as a minimum: the name of the Bidder, the Bid price if applicable, and the presence or absence of a Bid Security or Bid Securing

Declaration.

23.3 The procuring agency shall live broadcast the opening of bids on national media or on their website or digital channels, if the volume of procurement exceeds five hundred million rupees in case of goods and services and one thousand million rupees in case of works.

In case the date of opening of bid has been declared as public holiday or the procuring agency fail to open bid due to any EPADS v2.0 related issues, the submission and opening of bids shall be shifted to the next working day on the same time.

23.4 In case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Bid Evaluation Committee.

24. Clarification of Bids

24.1 To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its Bid including breakdown of prices.

24.2 The request for clarification and the response shall be sought through EPADS v2.0 before **three days prior to the deadline for submission of bids.** No change in the prices or substance of the Bids shall be sought, offered, or permitted.

24.3 The alteration or modification in the BIDS which in any way affect the following parameters will be considered as a change in the substance of a Bids:

1. evaluation & qualification criteria;
2. required scope of work or specifications;
3. all securities requirements;
4. tax requirements;
5. terms and conditions of Bidding documents.
6. change in the ranking of the Bidder

24.4 From the time of Bids opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bids it should do so through **EPADS v2.0**.

25. Preliminary Examination of Bids

25.1 Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

1. meets the eligibility criteria defined in **ITB 3**;
2. has been prepared as per the format and contents defined by the Procuring Agency in the Bidding documents;
3. is accompanied by the required securities; and
4. is substantially responsive to the requirements of the Bidding documents.

The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

25.2A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation. A material deviation or reservation is one that: -

1. affects in any substantial way the scope, quality, or performance of the Goods;
2. limits in any substantial way, inconsistent with the Bidding documents, the Procuring Agency's rights or the Bidders obligations under the Contract; or
3. if rectified, would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

25.3 If a Bid is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be evaluated for complete technical responsiveness.

26. Examination of Terms and Conditions; Technical Evaluation

26.1 The Procuring Agency shall examine the Bids to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.

The Procuring Agency shall evaluate the technical aspects of the Bids submitted, to confirm that all requirements specified in Schedule of Requirements and Technical Specifications of the Bidding documents have been met without material deviation or reservation.

26.3 If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not substantially responsive in accordance with **ITB**, it shall reject the Bid.

27. Correction of Errors

27.1 Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;
2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bids, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2 The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bids Securing Declaration may be executed.

28. Conversion to Single Currency

28.1 To facilitate evaluation and comparison, the Procuring Agency will convert all Bids prices expressed in the amounts in various currencies in which the Bids prices are payable. For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate prevailing on the date of opening of financial bids specified in the bidding documents, in accordance with weighted average customer exchange rates list issued by the State Bank of Pakistan on that day.

29. Evaluation of Bids

29.1 The Bids, quotations, or proposals shall be evaluated by the respective evaluation committees as per evaluation criteria described in the Bidding Documents in accordance with Rule 29 and 30 of the Public Procurement Rules, 2004.

Least Cost Based Selection (LCBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (technical) specifications/requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered Successful Bid.

Quality and Cost Based Selection (QCBS)

In such combination, there shall be some specific weightage of both the technical features and financial aspects of the proposal. The financial marks shall be awarded on the basis of inverse proportion calculations. The successful bid shall be declared, on the basis of combined evaluation.

Quality Based Selection (QBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness the bid in compliance with all the mandatory (technical) specifications/requirements and attaining highest marks in the Technical Evaluation considering all other qualitative and/or quantitative parameters (or point rated criteria) for technical proposal(s) such as working methodology, implementation plan, resource allocation, additional functionalities, risk management approach, knowledge transfer techniques, post implementation methodology etc. shall be treated as highest ranked bid. Later on, the financial proposal of highest ranked bidder shall be opened, however, in case of failure to proceed further with such a bidder, the procuring agency may resort to second highest bidder and so on.

29.2 In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS v2.0. However, in no case the rates shall be higher than the original financial bids.

30. Domestic Preference

30.1 The procuring agency shall evaluate and compare bids, allow for preference to domestic bidders, while competing with the international bidders in accordance with the policies of Federal Government.

The percentage of preference, to be accorded shall be clearly mentioned in the bidding documents under the bid evaluation criteria.

31. Determination of Successful Bid

31.1 Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the BDS or prescribed in the separate section titled as Evaluation Criteria.

In case where the Procuring Agency adopts the Cost Based Evaluation Technique and, the Bid with the lowest evaluated price from amongst those which are eligible, compliant and substantially responsive shall be the Successful Bid.

The Procuring Agency may adopt the Quality & Cost Based Selection Technique due to the following two reasons:

Where the Procuring Agency knows about the main features, usage and output of the products; however not clear about the complete features, technical specifications and functionalities of the goods to be procured and requires the bidders to submit their proposals defining those features, specifications and functionalities; or

Where the Procuring Agency, in addition to the mandatory requirements and mandatory technical specifications, requires parameters specified in Evaluation Criteria to be evaluated while determining the quality of the goods.

In such cases, the Procuring Agency may allocate certain weightage to these factors as a part of Evaluation Criteria, and may determine the ranking of the bidders on the basis of combined evaluation in accordance with provisions of Rule 2(1)(h) of the Public Procurement Rules, 2004.

32. Abnormally Low Financial Bids

32.1 Where the Bid price is considered to be abnormally low, the Procuring Agency shall perform price analysis either during determination of Successful Bids or as a part of the post-qualification process.

The Procuring Agency may reject an Abnormally low financial bids.

In order to identify the Abnormally Low Bids (ALB) following approaches can be considered to minimize the scope of subjectivity:

1. Comparing the Bids price with the cost estimate;
2. Comparing the Bids price with the Bids offered by other Bidders submitting substantially responsive Bids; and
3. Comparing the Bids price with prices paid in similar contracts in the recent past either government- or development partner-funded.

32.2 The Procuring Agency will determine to its satisfaction whether the Bidder that is selected as having submitted the successful bid is qualified to perform the contract satisfactorily.

32.3 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Procuring Agency deems necessary and appropriate. Factors not included in these Bidding documents shall not be used in the evaluation of the Bidders' qualifications.

32.4 Procuring Agency may seek "Certificate for Independent Price Determination" from the Bidder and the results of reference checks may be used in determining an award of contract.

Explanation: The Certificate shall be furnished by the Bidder. The Bidder shall certify that the price is determined keeping in view of all the essential aspects such as raw material, its processing, value addition, optimization of resources due to economy of scale, transportation, insurance and margin of profit etc.

32.5 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's Bids, in which event the Procuring Agency will proceed to the next ranked Bidder to make a similar determination of that Bidder's capabilities to perform satisfactorily.

F. Award of Contract

33. Criteria of Award

33.1 The Procuring Agency will award the Contract to the Bidder whose Bids has been determined to be substantially responsive to the Bidding documents and who has been declared as Most Advantageous Bidder.

34. Negotiations

34.1 The procuring agency shall not engage in negotiations with respect to scope and price with the bidder except when the procuring agency conducts a procurement using direct **or negotiated** contracting or a request for proposals with evaluation based on quality alone.

The procuring agency may negotiate with the most advantageous bid with a view to streamline the work or task execution, at the time of contract finalization on methodology, work plan, staffing, finalizing payment arrangements, delivery arrangements, minor amendments to the special conditions of the contract.

35. Procuring Agency Right to reject all bids

35.1 The Procuring Agency reserves the right to reject all bids or proposals at any time prior to the issuance of the Letter of Award, without incurring any liability, in accordance with Rule 33 of the Public Procurement Rules, 2004.

36. Cancellation of Procurement

36.1 The procuring agency reserves the right to cancel the procurement proceedings in accordance with Rule 33 of the Public Procurement Rules, 2004.

37. Procuring Agency's Right to Vary Quantities at the Time of Award

37.1 The Procuring Agency reserves the right at the time of contract award to increase or decrease the **quantity of** Goods originally specified in these Bidding documents provided this does not exceed **by** 15%, without any change in unit price or other terms and conditions of the Bids and Bidding documents.

38. Notification of Award

38.1 Prior to the award of contract, the procuring agency shall announce and publish the result of bid evaluation on **EPADS v2.0** in accordance with Rule 35 of the Public Procurement Rules, 2004.

The Bidder whose Bids has been accepted will be notified of the award by the Procuring Agency prior to expiration of the Bids/Bid Validity period. The Letter of Award will state the sum that the Procuring Agency will pay the successful Bidder in consideration for the delivery of Goods as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

38.2 The Letter of award will constitute the formation of the Contract, subject to the Bidder furnishing the Performance Guarantee and signing of the contract.

39. Signing of Contract

39.1 Promptly after issuance of Letter of award, Procuring Agency shall send the successful Bidder the draft Contract, incorporating all terms and conditions as agreed by the parties to the contract.

39.2 Immediately after the Redressal of grievance by the GRC (if any), and **after fulfillment of all condition's precedent** of the Contract Form, the successful Bidder and the Procuring Agency shall sign the Contract.

40. Corrupt & Fraudulent Practices

40.1 Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

F. Grievance Redressal & Complaint Review Mechanism

41. Constitution of Grievance Redressal

41.1 The Grievance Redressal Committee shall address the grievance, if any submitted by any party, including the bidder, in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

In case if any party or the bidder is not satisfied with the decision of the GRC or if it fails to decide within ten days, the bidder or the party may file an appeal

before the Appellate Committee of the Authority in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

G. Mechanism of Blacklisting

42. Mechanism of Blacklisting

42.1 The Procuring Agency shall initiate blacklisting proceedings against any bidder, supplier, or contractor in accordance with the Mechanism for Blacklisting Regulations, 2024, read with Rule 19 of the Public Procurement Rules, 2004.

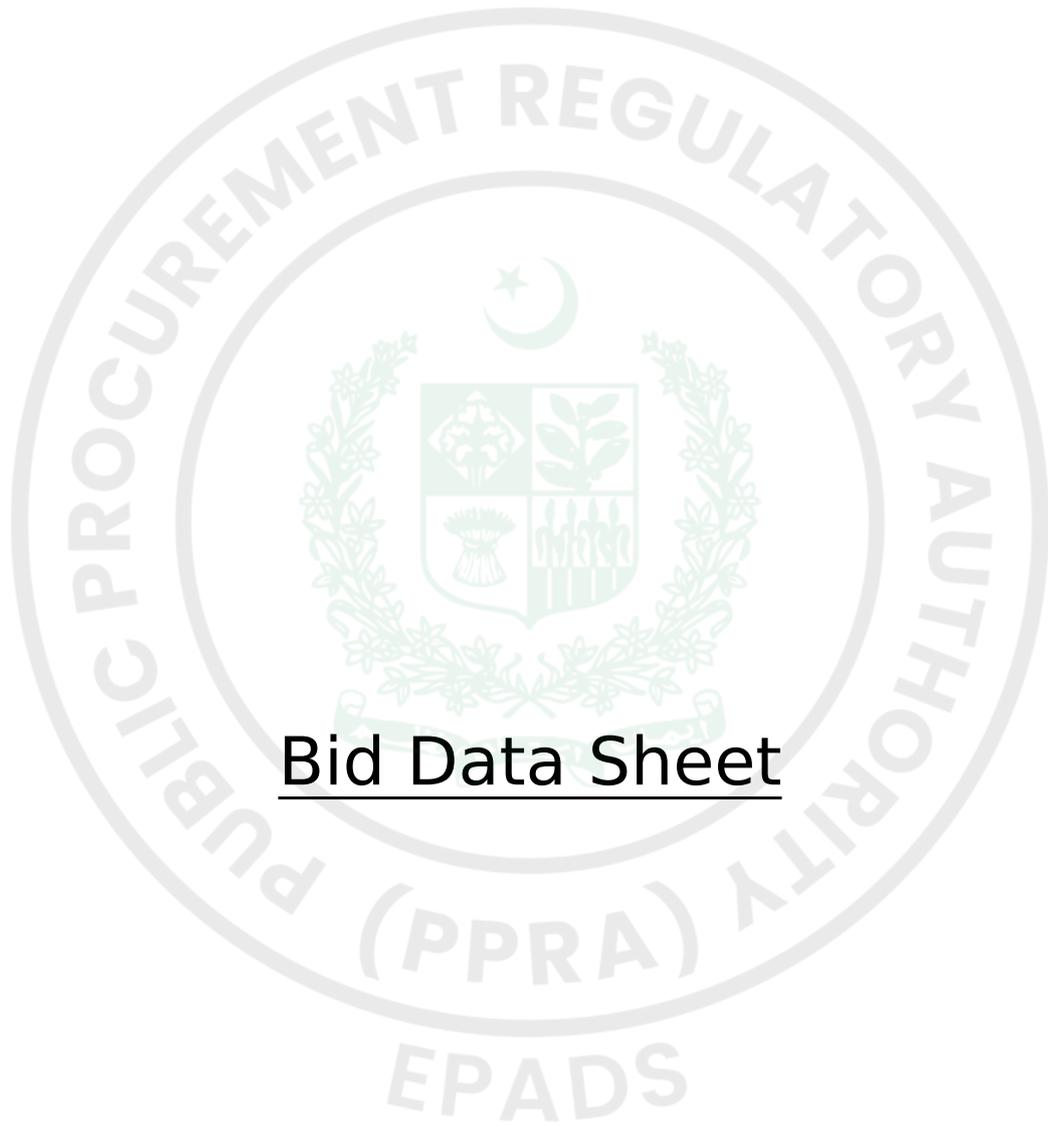
The blacklisted/debarred bidder may file the review petition before the Authority in accordance with Rule 19 of the Public Procurement Rules, 2004 to be read with Procedure of filing and disposal of Review Petitions Regulations, 2021.

43. Contract Management

43.1 For each procurement, the Procuring Agency shall designate a Contract Manager, who shall be duly responsible for the efficient management and administration of the contract in strict compliance with the provisions set forth under Rules 45 of the Public Procurement Rules, 2004 and in accordance with the condition of the contract.

44. Inspection of goods and evaluation of services.

44.1 The Inspection Committee or the Firm shall have the right to conduct inspections of the goods in accordance with condition of contract.



Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
A. Introduction		
1	1.1	<p>Name of Procuring Agency: Collectorate of Customs Gilgit-Baltistan (FBR)</p> <p>The subject of procurement is: Supply and Installation of Furniture for Custom Complex at Sost, under the project Construction of Custom Complex at Sost</p> <p>Expected commencement date: Monday, March 30, 2026</p>
2.	2.1	<p>Financial year for the operations of the Procuring Agency: 2025-26</p> <p>Name and identification number of the Contract: P10160</p>
3.	3.1	<p>JV/Consortium or Association Allowed: No</p> <p>Number of JV/Consortium Members: Nil</p> <p><i>see section of eligibility criteria.</i></p>
B. Bidding Documents		

4.	8.1	The Bidders may seek clarifications through EPADS v2.0 : Clarification Date: Tuesday, March 10, 2026
C. Preparation of Bids		
5.	10.1	<p>The Language of all correspondences and documents related to the Bids shall be in: English</p> <p>List of documents required along with the bid:</p> <ol style="list-style-type: none"> 1. The bidder must be duly registered with SECP / AOP / Registrar of Firms as furniture manufacturer. 2. A stamp paper of Rs.100/- in the name of the firm stating that the firm/ company has not been blacklisted. 3. Bid Security of Rs. 400,000/- 4. Procurement Forms attached with the bid must be duly filled and submitted with the bid i.e. past experience, historical contract, current contracts, financial capacity and average annual turnover.
6.	11.1	<p style="text-align: center;">EPADS</p> <p>Items/Lots and threere relateddocuments: <i>See section items and Lots</i></p>
7.	12.1	<p>Items / Lots Specifications: <i>see section of items specifications.</i></p>

8.	13.1	Price schedule will be provided according to the format defined and acquired. <i>see section price schedule.</i>
9.	15.6	The price shall be Fixed .
10.	16.1	Currency of the Bids shall be : PKR
11.	17.1	The Bids/Bid Validity period shall be: 60 Days
12.	18.1	<p>The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in BDS 6</p> <p>The Bid Security shall be in the form of: Pay Order, Bank Guarantee, Demand Draft</p>
D. Submission of Bids		
13.	20.1	<p>Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;</p> <p>For further information and clarification: 1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2. Office of the Project Manager, NESPAK House, G-5/2, Islamabad</p> <p>Bids that are not submitted on EPADS v2.0 shall be disqualified.</p> <p>The deadline for Bids submission is: Monday, March 16, 2026 11:00 AM</p>
E. Opening and Evaluation of Bids		

14.	23.1	<p>The Bids opening shall take place on EPADS v2.0.</p> <p>Day : Monday</p> <p>Date: Monday, March 16, 2026</p> <p>Time : 11:30 AM</p>
15.	31.1	<p>Selection technique adopted will be: Least Cost Based Selection (LCBS) <i>see Evaluation Criteria</i></p>
<p>F. Award of Contract</p>		
16.	38.2	<p>The Performance guarantee shall: 10.00%.</p> <p>The Performance Guarantee shall be acceptable in the form of: Call at Deposit, Bank Guarantee, Demand Draft</p>
<p>G. Review of Procurement Decisions</p>		
18.	41.1	<p>Grievance against this procurement shall be submitted online on EPADS v2.0.</p> <p>Arbitrator shall be appointed by mutual consent of the both parties.</p>

Eligibility Criteria

Bidder's Type	Required Registration
Partnership Firm	FBR (NTN)
Company (Private Limited)	FBR (GSTN)
	SECP

Eligibility Criteria	Document
The bidder must be duly registered with SECP / AOP / Registrar of Firms as furniture manufacturer. The bidder must also be registered with FBR for Income Tax and Sales Tax and in Active Tax Payers' List at the time of submission of Bid. Joint venture is not allowed.	Yes
The firm should not be blacklisted by any Federal/ Provincial Government, autonomous bodies etc. A stamp paper of Rs.100/- in the name of the firm stating that the firm/ company has not been blacklisted.	Yes

Evaluation Criteria

Eligible bidder(s) with substantially responsive bid(s) offering **Least Cost Based Selection (LCBS)** shall be consider for the award of contract(s).

Least Cost Based Selection (LCBS)

Items/Lots

Lot Title : Supply and Installation of Furniture Items

Bid Security : 400000

Item	UNSPSC	Delivery Schedule	Quantity	Warranty
Providing, fabricating, supplying, and installing Executive Office Table with Side Rack, complete in all respects, in accordance with the approved reference image, specifications, dimensions, and directions of the Procuring Agency.	Desks	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 1	1	1 Years
Revolving Chairs Supplying and placing Office Revolving Chairs, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 1	1	1 Years
Providing, fabricating, supplying, and placing Coat Hanger, classic carved design, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Clothing hangers	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 1	1	1 Years
Providing, fabricating, supplying, and placing wooden Corner Rack, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Sweat bands	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 1	1	1 Years

Item	UNSPSC	Delivery Schedule	Quantity	Warranty
Providing, fabricating, supplying, assembling, and installing Boat-Shaped Conference Table, complete in all respects, in accordance with the approved reference image, 3-D design, drawings, specifications, and directions of the Procuring Agency.	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 1	1	1 Years
Revolving Chairs Supplying and placing Conference table Chairs, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 20	20	1 Years
Supplying and placing Chairs for Conference room, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 20	20	1 Years
Office Table with Side Rack Providing, fabricating, supplying, and installing Office Table with Side Rack, complete in all respects, in accordance with the approved reference image, specifications, dimensions, and directions of the Procuring Agency	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 08	8	1 Years
Providing, supplying, and placing Office Revolving Chairs, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 08	8	1 Years

Item	UNSPSC	Delivery Schedule	Quantity	Warranty
Providing and fixing individual wooden study/workstation cubicles with integrated shelving, task lighting, and writing desk, suitable for library, study hall, or office environment	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 01	1	1 Years
Providing, fabricating, supplying, and placing Executive Visitor Chair, classic carved Grove style, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 02	2	1 Years
Providing, fabricating, supplying, and placing Visitor Chair, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 16	16	1 Years
Providing, fabricating, supplying, and placing 7-Seater Sofa Set in (3+2+2) configuration, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Sofas	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 02	2	1 Years
Providing, fabricating, supplying, and placing 3-Seater Sofa, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Sofas	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 04	4	1 Years

Item	UNSPSC	Delivery Schedule	Quantity	Warranty
Single seat sofa Providing, fabricating, supplying, and placing Single-Seater Sofa, complete in all respects, in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Sofas	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 01	1	1 Years
Providing, fabricating, supplying, and placing Wooden Center Table, in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 08	8	1 Years
Providing, fabricating, supplying, and placing Wooden Side Table, in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 08	8	1 Years
Providing, fabricating, supplying, and installing Sheesham Wood Single Bed with 1 No. side table, complete in all respects, in accordance with the approved 3-D design, reference image, specifications, and directions of the Procuring Agency.	Beds	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 30	30	1 Years
Providing, fabricating, supplying, and installing Sheesham Wood Double Bed with 2 Nos. side tables, complete in all respects, in accordance with the approved 3-D design, reference image, specifications, and directions of the Procuring Agency.	Beds	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 06	6	1 Years

Item	UNSPSC	Delivery Schedule	Quantity	Warranty
Supplying, fabricating, and placing one (01) wooden dining table complete with six (06) matching chairs	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 01	1	1 Years
Supply, fabricate and install solid wood dining table with square top, manufactured from seasoned solid hardwood. Table top thickness approx. 30-35 mm, finished in natural matt/semi-gloss wood polish as approved. Table supported on solid wooden legs	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 04	4	1 Years
Providing, fabricating, supplying, and placing Bedroom Chairs Set (2 Nos.) classic pedestal type, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 01	1	1 Years
Providing, fabricating, supplying, and placing Round Coffee Table, classic pedestal type, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 08	8	1 Years
Providing, supplying, placing, and fixing Stackable Café Chair, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Chairs	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 16	16	1 Years

Item	UNSPSC	Delivery Schedule	Quantity	Warranty
Providing, supplying, placing, and fixing Round Café/ Bistro Table, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 02	2	1 Years
Providing, supplying, placing, and fixing Wooden side table Coffee bar, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.	Tables	Address: Custom Complex Sost Hunza GB Schedule: 6 Weeks Quantity: 02	2	1 Years

Related Services of Goods:

No

Items/Lot Specification

Lot Title : Supply and Installation of Furniture Items

Item: Providing, fabricating, supplying, and installing Executive Office Table with Side Rack, complete in all respects, in accordance with the approved reference image, specifications, dimensions, and directions of the Procuring Agency.

UNSPSC: Desks

Specifications / Requirements:

Design & Configuration Design shall be modern executive office type with front curved profile, as per approved reference image. Table shall be provided with an integrated side rack / credenza for storage and workspace organization. All edges, curves, and

profiles shall be smooth, balanced, and visually aligned. Dimensions Table Size: 5'-0" (L) × 3'-0" (W) × 2'-6" (H). Side Rack 3'-6" (L) × 1'-6" (W) × 2'-6" (H). Dimensions shall be verified at site prior to fabrication. Material & Construction Table structure shall be manufactured using solid Mahogany wood and Mahogany veneer board. Wood and veneer shall be first-grade quality, properly seasoned, with moisture content controlled between 8-10%. Timber and veneer shall be free from knots, sapwood, cracks, patches, warping, or color inconsistency. Veneer shall be factory-pressed using approved bonding methods for durability. Top & Leg Profile Table top and leg panels shall be minimum 32 mm thick, ensuring rigidity and durability. Front edge of the table shall have a curved design, neatly finished and ergonomically comfortable. Side Rack / Storage Unit Side rack shall be provided with a lockable shutter, complete with high-quality locking mechanism. Rack shall include adjustable internal shelf, allowing flexible storage configuration. Unit shall be rigid, well-aligned, and securely fixed to the table. Accessories & Functional Features Table shall include a built-in keyboard tray, smoothly operating and neatly concealed. Wire cup / cable grommet shall be provided for organized cable management. All hardware and accessories shall be corrosion-resistant and of first-class quality. Polish & Finish All exposed wooden surfaces shall be finished with high-quality polish, applied in multiple coats. Finish shall be smooth, uniform, and enhance the natural grain and richness of Mahogany wood. Polish shall provide protection against moisture, wear, and minor scratches. Final finish shade shall be as approved by the Procuring Agency.

Item: Revolving Chairs Supplying and placing Office Revolving Chairs, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency

UNSPSC: Chairs

Specifications / Requirements:

Tentative Dimensions (Approx.): Overall, Height: 44"-48" (adjustable) Seat Height: 17"-21" (adjustable by gas lift) Seat Width: 20"-22" Seat Depth: 18"-20" Backrest Height (from seat): 24"-26" Overall Width (arm to arm): 25"-27" Base Diameter: 26"-28" Mechanism & Adjustability: Lockable revolving and tilting mechanism pivoted at front, providing enhanced stability at all degrees of inclination Permanent Contact Mechanism with three (03) lockable positions Extra torsion adjustment control for customized tilt resistance Fixed position angle control system Adjustable seat height with gas lift and 360-degree swivel Seat & Back Construction: High-frequency compression molded, multi-layered veneer shell Anatomically designed shell for posture care Unique curved shell providing effective lumbar support Arms & Upholstery: Sleek and stylish integral skin design Polypropylene (PP) armrests with

standard specifications Arm design customizable as required Upholstery in leatherette or master fabric, color customizable as approved Base & Mobility: Nylon base with twin-wheel castors Base compliant with BIFMA and DIN standards Option to upgrade base finish to chrome, if required Quality & Completion: Chair shall be ergonomically designed for prolonged office use, structurally stable, and finished to approved quality standards. Rate includes supply, assembly, transportation, placing in position, and all incidental works complete.

Item: Providing, fabricating, supplying, and placing Coat Hanger, classic carved design, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Clothing hangers

Specifications / Requirements:

Design & Configuration Design shall be classic / Victorian-inspired, as per approved reference image. Free-standing coat hanger suitable for coats, jackets, and accessories. Proportions and detailing shall reflect traditional craftsmanship and executive aesthetics. Material & Construction Coat hanger shall be manufactured from solid Sheesham wood, first-grade quality. Wood shall be properly seasoned and kiln dried, with moisture content controlled between 8–10%. Wood shall be free from knots, sapwood, cracks, warping, patches, or structural defects. Construction shall be robust and well-balanced to ensure stability during use. Carving & Craftsmanship Unit shall feature classic hand-carved detailing, executed with precision and symmetry. Carving shall be clean, smooth, and free from tool marks or irregularities. Overall workmanship shall reflect premium craftsmanship. Polish & Finish All exposed wooden surfaces shall be finished with three (03) coats of high-quality imported polish. Finish shall be Natural Brown Matte, Smooth and uniform, Scratch-resistant and moisture-resistant. Polish shall enhance the natural grain and richness of Sheesham wood. Final finish shall be subject to approval of the Procuring Agency. Stability & Functionality Base shall be properly designed to provide adequate stability and balance. Unit shall support regular use without wobbling or tipping.

Item: Providing, fabricating, supplying, and placing wooden Corner Rack, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Sweat bands

Specifications / Requirements:

Design & Configuration Purpose-made corner-type display rack, designed to fit neatly into room corners, having multiple open shelves arranged vertically for aesthetic display of gifts, shields, trophies, plaques, and decorative items. Material Manufactured from high-quality seasoned hardwood / MDF / laminated board (minimum 18–25 mm thick), free from warping, cracks, or defects. All timber shall be properly treated against termites and moisture. Shelves Minimum 4 to 5 shelves, equally spaced or as approved by the Procuring Agency. Shelves shall be securely fixed and capable of safely supporting display items without sagging. Finish Finished with premium quality polish / veneer / laminate, smooth and uniform in approved shade and texture. All exposed edges shall be rounded and lipped with matching hardwood / PVC edging. Back & Support Proper back support or corner bracing provided to ensure stability and alignment. Rack shall be firmly fixed to wall/floor using concealed fasteners where required. Dimensions Overall height, shelf depth, and width suitable for corner placement, as per approved shop drawings or site requirements (typical height approx. 1800–2100 mm). Workmanship High-quality craftsmanship with accurate joinery, smooth surfaces, and neat finishing. No visible screws, nails, or blemishes on exposed faces. Accessories & Completeness Including all fittings, brackets, fasteners, wall plugs, and accessories required for proper fixing and long-term use. Installation Complete installation at designated location, including transportation, handling, fixing, leveling, alignment, and cleaning after installation.

Item: Providing, fabricating, supplying, assembling, and installing Boat-Shaped Conference Table, complete in all respects, in accordance with the approved reference image, 3-D design, drawings, specifications, and directions of the Procuring Agency.

UNSPSC: Tables

Specifications / Requirements:

Design & Seating Capacity Design shall be modern executive boat shape, as per approved reference images. Shape shall taper smoothly at both ends with balanced curvature, ensuring comfortable seating and clear sightlines. Dimensions Overall Length: 25'-0", Width at Center: 8'-0", Height: 30 inches. Dimensions shall be verified and finalized as per approved shop drawings prior to fabrication Dimensions shall be verified at site prior to fabrication. Material & Construction Overall structure shall be fabricated using Solid Ash wood and Ash veneer board. Wood and veneer shall be first-grade quality, properly seasoned and fumigated, and free from knots, sapwood, patches, warping, or color inconsistency. Veneer thickness shall be minimum 0.6 mm, factory-pressed using hot-press technology for long-term durability. Moisture content of wood and veneer shall be controlled between 8–10%. Top

Upholstery Table top shall include a boat-shaped leatherette inlay/panel, neatly finished and securely fixed. Leatherette shall be wrinkle-free, uniformly tensioned, and aligned with the table geometry. Technology & Cable Management Table shall be provided with 06 integrated Technology (TEC) boxes. Each TEC box shall include provision for Power outlets, HDMI connection, LAN (data) connection. Table shall include concealed wire-passing provisions from top surface to floor. Additional wire channels shall be provided on the tabletop for microphones and other AV cables, where required. Polish & Finish All exposed wooden surfaces shall be finished with three (03) coats of high-quality imported polish. Finish shall be scratch-resistant, smooth, and uniform. Final color shall be natural brown matte finish or as approved. Polish shall enhance the natural grain of Sheesham wood and provide protection against moisture and wear.

Item: Revolving Chairs Supplying and placing Conference table Chairs, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency

UNSPSC: Chairs

Specifications / Requirements:

Design & Appearance: Classic executive-style chair with an elegant wooden finish, featuring Jacobean polish on wooden components to provide a sophisticated and professional appearance. Seat & Backrest Ergonomically designed seat and backrest upholstered in premium quality leatherette, thickly padded with high-density foam to ensure comfort and support during extended periods of use. Armrests Fixed D-type wooden armrests, ergonomically shaped, finished with Jacobean polish, providing both comfort and aesthetic enhancement. Adjustment & Mechanism Equipped with pneumatic gas lift mechanism for smooth and easy height adjustment. Chair shall include a simple tilt mechanism with torsion bar, allowing controlled seat tilting and synchronized rocking for posture adjustment. Base & Mobility Heavy-duty five-star nylon base with integrated swivel mechanism, enabling 360-degree rotation. Base fitted with high-quality castor wheels to ensure smooth and noiseless movement on office floors. Dimensions Approximate overall size: • Width: 24 inches • Depth: 20 inches • Height: 44 inches Material Specifications • Upholstery: Leatherette padded seat and back • Base: Reinforced nylon • Arms: Solid wood with polished finish Workmanship & Finish High-quality workmanship with neat stitching, uniform padding, smooth polished wooden surfaces, and blemish-free finish. All components shall be securely fixed with concealed fasteners where applicable. Installation & Completeness Including transportation, handling, positioning at designated location, assembly, testing, and commissioning, complete in all respects.

Item: Supplying and placing Chairs for Conference room, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency

UNSPSC: Chairs

Specifications / Requirements:

Design & Appearance Sleek and contemporary visitor chair with a striking silhouette, incorporating elegant wooden armrests to provide a natural, warm, and sophisticated appearance suitable for offices, meeting rooms, and waiting areas. Seat & Backrest Ergonomically designed padded back and seat, upholstered in premium quality leatherette of approved color and texture, offering comfortable seating and adequate lumbar support for extended periods of use. Armrests Fixed solid wooden armrests, smoothly contoured for comfort, finished in Jacobean polish, providing richness and depth to the overall design. Base & Structure Heavy-duty sled-style metallic base, fabricated from durable metal sections, finished in chromed coating to ensure corrosion resistance, structural stability, and an aesthetically pleasing appearance. Material Specifications • Upholstery: Leatherette padded back and seat • Base: Metallic base with chrome finish • Arms: Solid wood with Jacobean polish finish Dimensions Approximate overall size: • Width: 23 inches • Depth: 18 inches • Height: 37.4 inches Durability & Stability Chair shall be sturdy, stable, and suitable for continuous use in visitor and reception areas, manufactured from highly durable materials ensuring long service life. Workmanship & Finish High-quality workmanship with uniform padding, neat stitching, smooth wooden surfaces, scratch-free chrome finish, and concealed fasteners on exposed faces. Installation & Completeness Including transportation, handling, positioning at designated locations, leveling, and cleaning after placement, complete in all respects.

Item: Office Table with Side Rack Providing, fabricating, supplying, and installing Office Table with Side Rack, complete in all respects, in accordance with the approved reference image, specifications, dimensions, and directions of the Procuring Agency

UNSPSC: Tables

Specifications / Requirements:

Dimensions Office Table Size: 5'-0" × 3'-0" × 2'-6" (L × W × H). Dimensions shall be verified at site and finalized through approved shop drawings prior to fabrication. Material & Construction Table and side rack shall be manufactured from Mahogany wood and

Mahogany veneer board, first-grade quality. Wood and veneer shall be properly seasoned and kiln dried, with moisture content controlled between 8-10%. Wood and veneer shall be free from knots, sapwood, cracks, warping, patches, or color inconsistency. Veneer shall be factory-pressed using appropriate bonding technology to ensure durability. Top, Legs & Profiles Table top and leg profiles shall be 32 mm thick, ensuring strength and rigidity. Front edge of table shall feature a smooth curved design, neatly finished and ergonomically shaped. All edges and corners shall be smooth and safe for office use. Hardware & Fittings All shutters, trays, and fittings shall be provided with good-quality hardware. Hardware shall be Rust-resistant, Durable for daily office use, Neatly concealed wherever applicable. Locks and drawer mechanisms shall operate smoothly. Polish & Finish All exposed wooden surfaces shall be finished with high-quality wood polish, applied in multiple coats. Finish shall be Smooth and uniform, Resistant to scratches and moisture. Polish shall enhance the natural grain and richness of Mahogany wood. Final shade and finish shall be subject to approval of the Procuring Agency.

Item: Providing, supplying, and placing Office Revolving Chairs, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency

UNSPSC: Chairs

Specifications / Requirements:

Tentative Dimensions (Approx.): Overall, Height: 44"-48" (adjustable) Seat Height: 17"-21" (adjustable by gas lift) Seat Width: 20"-22" Seat Depth: 18"-20" Backrest Height (from seat): 24"-26" Overall Width (arm to arm): 25"-27" Base Diameter: 26"-28"
Mechanism & Adjustability: Lockable revolving and tilting mechanism pivoted at front, providing enhanced stability at all degrees of inclination Permanent Contact Mechanism with three (03) lockable positions Extra torsion adjustment control for customized tilt resistance Fixed position angle control system Adjustable seat height with gas lift and 360-degree swivel Seat & Back Construction: High-frequency compression molded, multi-layered veneer shell Anatomically designed shell for posture care Unique curved shell providing effective lumbar support Arms & Upholstery: Sleek and stylish integral skin design Polypropylene (PP) armrests with standard specifications Arm design customizable as required Upholstery in leatherette or master fabric, color customizable as approved Base & Mobility: Nylon base with twin-wheel castors Base compliant with BIFMA and DIN standards Option to upgrade base finish to chrome, if required Quality & Completion: Chair shall be ergonomically designed for prolonged office use, structurally stable, and finished to approved quality standards. Rate includes supply, assembly, transportation, placing in position, and all

incidental works complete.

Item: Providing and fixing individual wooden study/workstation cubicles with integrated shelving, task lighting, and writing desk, suitable for library, study hall, or office environment

UNSPSC: Tables

Specifications / Requirements:

Material Specifications Structure: Engineered wood / plywood with natural wood veneer finish Thickness: Minimum 18–25 mm boards Finish: Laminate or veneer with clear polish Back Panel: Laminated MDF Shelves: Integrated overhead storage shelves 2.3 Accessories & Fixtures LED task light fitted under shelf Concealed wiring provision Power socket & USB port (if required) Book holding space and storage compartments 2.4 Dimensions (Approx.) Width (per cubicle): 900–1000 mm Height: 1600–1800 mm Desk Depth: 600–650 mm 2.5 Workmanship Smooth curved edges as shown in design Proper alignment and finishing Firm fixing to floor or wall (as required)

Item: Providing, fabricating, supplying, and placing Executive Visitor Chair, classic carved Grove style, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency

UNSPSC: Chairs

Specifications / Requirements:

Design & Configuration Chair design shall be classical static type, as per approved reference image. Chair shall be non-swivel and non-foldable, intended for fixed seating use. Proportions, arm profile, backrest shape, and leg detailing shall match the approved design. Material & Structure Chair frame shall be manufactured from solid Sheesham wood. Wood shall be properly seasoned, with moisture content controlled between 8–10%, ensuring dimensional stability and resistance to warping, cracking, or shrinkage. Frame shall be assembled using strong and durable joinery to ensure long-term structural integrity. Upholstery & Comfort Seat and backrest shall be upholstered using best-quality high-density foam, ensuring comfort and shape retention. Upholstery covering shall be industrial-grade fabric or leatherette, as approved by the Procuring Agency. Upholstery shall be neatly finished, firmly fixed, and free from wrinkles, sagging, or stitching defects. Polish & Finish All exposed wooden surfaces shall be finished with best-quality

polish, using imported sealer and lacquer. Finish shall be applied in multiple coats to achieve a smooth, uniform, and refined appearance. Polish shall enhance the natural grain and richness of Sheesham wood and provide protection against moisture, wear, and minor scratches

Item: Providing, fabricating, supplying, and placing Visitor Chair, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency

UNSPSC: Chairs

Specifications / Requirements:

Design & Ergonomics Modern and ergonomic visitor chair designed to provide comfort during prolonged sitting, suitable for offices, meeting rooms, and waiting areas. Backrest Breathable mesh backrest allowing adequate airflow to promote thermal comfort, integrated with built-in lumbar support to maintain the natural curvature of the spine and reduce user fatigue. Seat Thickly padded fabric upholstered seat in approved blue color, cushioned with high-density foam to ensure comfort and durability during extended use. Base & Structure Heavy-duty sled-style metallic base, fabricated from robust metal sections, finished with black lacquer paint to provide corrosion resistance, durability, and a sleek professional appearance. Floor Protection Base fitted with rubber glides to protect floor finishes from scratches and to ensure stable and noiseless placement. Material Specifications • Seat: Fabric padded • Back: Mesh with lumbar support • Base: Metallic with black lacquer painted finish • Glides: Rubber Dimensions Approximate overall size: • Width: 22 inches • Depth: 19 inches • Height: 35 inches Durability & Stability Chair shall be structurally stable and suitable for continuous use in visitor areas, manufactured from highly durable materials ensuring long service life. Workmanship & Finish High-quality workmanship with uniform padding, neat stitching, smooth mesh installation, scratch-free painted finish, and concealed fasteners on exposed faces. Installation & Completeness Including transportation, handling, placement at designated locations, leveling, and cleaning after placement, complete in all respects.

Item: Providing, fabricating, supplying, and placing 7-Seater Sofa Set in (3+2+2) configuration, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Sofas

Specifications / Requirements:

Design & Dimensions Sofa Set shall be of modern executive design, suitable for waiting areas. Configuration: 1 No. 3-seater, 2 Nos. 2-Seater. The sofa shall have clean lines, proper proportions, and a comfortable seating profile. Frame & Structure Internal frame shall be constructed from seasoned solid hardwood with moisture content maintained between 8-10%, ensuring strength, durability, and resistance to warping or cracking. All joints shall be strong, properly glued, screwed, and reinforced for long-term use. Upholstery Sofa shall be upholstered in premium quality genuine leatherite, abrasion-resistant, colorfast, and easy to clean. Upholstery shall be neatly stitched with uniform seams, free from wrinkles, bubbles, or surface defects. Color and texture shall be as approved by Procuring Agency. Cushioning & Comfort Seat and back cushions shall be made of high-density PU foam, providing optimum comfort and shape retention. Cushion thickness and firmness shall be suitable for prolonged seating without deformation. Arms & Backrest Armrests and backrest shall be ergonomically designed and adequately padded for comfort. All edges shall be smooth with proper upholstery finish. Legs & Base Sofa shall be supported on solid Sheesham wood legs, properly seasoned and machine-finished. Legs shall be firmly fixed to the frame and finished with clear polish or matching stain, as approved. Legs shall include non-scratch floor protectors at base. Finish & Appearance Overall finish shall be premium, elegant, and uniform, suitable for office environments. All visible surfaces shall be free from cuts, stains, loose threads, or polish marks.

Item: Providing, fabricating, supplying, and placing 3-Seater Sofa, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Sofas

Specifications / Requirements:

Design & Dimensions 03 Seater Sofa Set shall be of modern executive design, suitable for waiting areas. The sofa shall have clean lines, proper proportions, and a comfortable seating profile. Frame & Structure Internal frame shall be constructed from seasoned solid hardwood with moisture content maintained between 8-10%, ensuring strength, durability, and resistance to warping or cracking. All joints shall be strong, properly glued, screwed, and reinforced for long-term use. Upholstery Sofa shall be upholstered in premium quality genuine leatherite, abrasion-resistant, colorfast, and easy to clean. Upholstery shall be neatly stitched with uniform seams, free from wrinkles, bubbles, or surface defects. Color and texture shall be as approved by Procuring Agency. Cushioning & Comfort Seat and back cushions shall be made of high-density PU foam, providing optimum comfort and shape

retention. Cushion thickness and firmness shall be suitable for prolonged seating without deformation. Arms & Backrest Armrests and backrest shall be ergonomically designed and adequately padded for comfort. All edges shall be smooth with proper upholstery finish. Legs & Base Sofa shall be supported on solid Sheesham wood legs, properly seasoned and machine-finished. Legs shall be firmly fixed to the frame and finished with clear polish or matching stain, as approved. Legs shall include non-scratch floor protectors at base. Finish & Appearance Overall finish shall be premium, elegant, and uniform, suitable for office environments. All visible surfaces shall be free from cuts, stains, loose threads, or polish marks.

Item: Single seat sofa Providing, fabricating, supplying, and placing Single-Seater Sofa, complete in all respects, in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Sofas

Specifications / Requirements:

Design & Dimensions Single-seater sofa shall be of modern executive design, suitable for offices. . The sofa shall have clean lines, proper proportions, and a comfortable seating profile. Overall size (approx.), Width: 32"-36", Depth: 30"-34", Overall Height: 30"-34", Seat Height: 16"-18", Dimensions may vary slightly as per approved sample. Frame & Structure Internal frame shall be constructed from seasoned solid hardwood with moisture content maintained between 8-10%, ensuring strength, durability, and resistance to warping or cracking. All joints shall be strong, properly glued, screwed, and reinforced for long-term use. Upholstery Sofa shall be upholstered in premium quality leatherite (artificial leather), abrasion-resistant, colorfast, and easy to clean. Upholstery shall be neatly stitched with uniform seams, free from wrinkles, bubbles, or surface defects. Color and texture shall be as approved by Procuring Agency. Cushioning & Comfort Seat and back cushions shall be made of high-density PU foam, providing optimum comfort and shape retention. Cushion thickness and firmness shall be suitable for prolonged seating without deformation. Arms & Backrest Armrests and backrest shall be ergonomically designed and adequately padded for comfort. All edges shall be smooth with proper upholstery finish. Legs & Base Sofa shall be supported on solid Sheesham wood legs, properly seasoned and machine-finished. Legs shall be firmly fixed to the frame and finished with clear polish or matching stain, as approved. Legs shall include non-scratch floor protectors at base. Finish & Appearance Overall finish shall be premium, elegant, and uniform, suitable for office environments. All visible surfaces shall be free from cuts, stains, loose threads, or polish marks.

Item: Providing, fabricating, supplying, and placing Wooden Center Table, in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Tables

Specifications / Requirements:

Design & Appearance Elegant center table designed with classic aesthetics, featuring a luxurious mahogany veneer finished in smoked walnut polish, exuding timeless sophistication suitable for executive lounges, reception areas, and formal living spaces. Material Manufactured from high-quality mahogany wood / veneered engineered wood, properly seasoned and treated to ensure dimensional stability, durability, and resistance to warping or cracking. Top Surface Spacious tabletop with smooth finished surface, suitable for serving trays, books, and decorative items. Surface shall be level, scratch-resistant, and free from defects. Legs & Structure Supported on distinctive fluted legs, designed to provide both structural stability and aesthetic appeal. Legs shall be securely fixed and properly aligned. Decorative Elements Incorporation of antique metallic motifs, tastefully finished to enhance visual appeal and provide a vintage character to the table. Finish Finished in smoked walnut shade, uniformly polished with smooth texture and consistent color tone across all exposed surfaces. Floor Protection Fitted with protective glides at all contact points to prevent damage, scuffs, or scratches to floor finishes. Dimensions Approximate overall size: • Width: 47 inches • Depth: 24 inches • Height: 18 inches Durability & Stability Table shall be robust, stable, and capable of long-term use, manufactured from durable materials ensuring structural integrity. Workmanship & Finish Quality High-quality workmanship with precise joinery, smooth edges, neat detailing, and blemish-free finish. No visible screws or fixing marks on exposed faces. Installation & Completeness Including transportation, handling, placement at designated location, leveling, and cleaning after installation, complete in all respects.

Item: Providing, fabricating, supplying, and placing Wooden Side Table, in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Tables

Specifications / Requirements:

Design & Appearance Elegant side table with classic styling, finished in luxurious mahogany veneer with smoked walnut polish,

providing a refined and timeless appearance suitable for executive lounges, reception areas, and formal living spaces. Material Manufactured from high-quality mahogany wood / veneered engineered wood, properly seasoned and treated to ensure durability, dimensional stability, and resistance to warping or cracking. Top Surface Circular tabletop with smooth, even surface, suitable for placing serving trays, books, beverages, and decorative items. Surface shall be scratch-resistant and free from visible defects. Legs & Structure Supported on distinctive fluted legs, aesthetically designed to provide structural stability and visual appeal. Legs shall be firmly fixed, properly aligned, and capable of safely supporting intended loads. Decorative Elements Incorporation of antique metallic motifs, tastefully detailed to enhance the vintage character of the table. Finish Finished in smoked walnut shade, uniformly polished to a smooth texture with consistent color tone on all exposed surfaces. Floor Protection Provided with protective glides at all contact points to prevent scuffs, scratches, or damage to floor finishes. Dimensions Approximate overall size: • Diameter: 24 inches • Height: 24 inches Durability & Stability Table shall be robust, stable, and suitable for long-term use, manufactured from durable materials ensuring lasting performance. Workmanship & Finish Quality High-quality workmanship with precise joinery, smooth edges, neat detailing, and blemish-free surfaces. No exposed screws or fixing marks on visible faces. Installation & Completeness Including transportation, handling, placement at designated location, leveling, and cleaning after placement, complete in all respects.

Item: Providing, fabricating, supplying, and installing Sheesham Wood Single Bed with 1 No. side table, complete in all respects, in accordance with the approved 3-D design, reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Beds

Specifications / Requirements:

Design & Dimensions Single bed shall be of modern and minimalist design. The design shall feature clean lines and a sturdy profile. Overall Size: 42 inches (W) × 78 inches (L), suitable for comfortable single-person use. Bed height and proportions shall be ergonomically appropriate. 1 No. Bed Side Table matching with the design of bed shall be provided. Material & Construction The bed frame shall be manufactured using sheesham wood, free from defects, cracks, or sapwood. All timber shall be properly seasoned, with moisture content maintained between 8-10%, ensuring strength, durability, and resistance to warping, cracking, or deformation. Construction shall be robust and designed for long-term use. Heavy duty, min.6" thick bed mattress shall be provided. Finish & Appearance All exposed wooden surfaces shall be finished in approved color polish, applied in multiple coats to achieve a

smooth, even, and elegant finish. The polish shall enhance the natural grain of wood and provide protection against moisture, wear, and minor scratches. Edge Detailing & Safety All edges and corners shall be smoothly rounded and machine-finished to prevent injury. Surfaces shall be free from sharp edges, tool marks, dents or blemishes.

Item: Providing, fabricating, supplying, and installing Sheesham Wood Double Bed with 2 Nos. side tables, complete in all respects, in accordance with the approved 3-D design, reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Beds

Specifications / Requirements:

Design & Dimensions Single bed shall be of modern and minimalist design. The design shall feature clean lines and a sturdy profile. Overall Size: 78 inches (W) × 78 inches (L). Bed height and proportions shall be ergonomically appropriate. 2 Nos. Bed Side Tables matching with the design of bed shall be provided. **Material & Construction** The bed shall be manufactured from sheesham wood, free from defects, cracks, or sapwood. All timber shall be properly seasoned, with moisture content maintained between 8-10%, ensuring strength, durability, and resistance to warping, cracking, or deformation. Construction shall be robust and designed for long-term use. Heavy duty, min.6" thick bed mattress shall be provided. **Finish & Appearance** All exposed wooden surfaces shall be finished in rich dark brown or approved color polish, applied in multiple coats to achieve a smooth, even, and elegant finish. The polish shall enhance the natural grain of wood and provide protection against moisture, wear, and minor scratches. **Edge Detailing & Safety** All edges and corners shall be smoothly rounded and machine-finished to prevent injury. Surfaces shall be free from sharp edges, tool marks, dents or blemishes.

Item: Supplying, fabricating, and placing one (01) wooden dining table complete with six (06) matching chairs

UNSPSC: Tables

Specifications / Requirements:

Item: Supply, fabricate and install solid wood dining table with square top, manufactured from seasoned solid hardwood. Table top thickness approx. 30–35 mm, finished in natural matt/semi-gloss wood polish as approved. Table supported on solid wooden legs

UNSPSC: Tables

Specifications / Requirements:

Scope of Work This Bill of Quantities item covers the supply, fabrication, finishing, delivery, and installation of one wooden dining table with four matching wooden chairs, as shown in the reference image. The complete furniture set shall be provided fully assembled and in a ready-to-use condition.

Dining Table – Material and Construction The dining table shall be fabricated from high-quality solid hardwood such as Sheesham, Teak, or an approved equivalent. The table top shall be rectangular with smooth, rounded edges and an even thickness of approximately 30–35 mm. The supporting frame and legs shall be made of solid wood, designed to provide adequate stability and structural strength. All joints shall be executed using mortise and tenon or equivalent high-quality concealed joinery.

Dining Chairs – Frame and Seating The chairs shall be manufactured from the same approved hardwood to ensure consistency in color, grain, and finish. Each chair shall include a solid wooden frame with ergonomically curved armrests and backrest. The seat and backrest shall be upholstered with high-density foam and finished with durable fabric in an approved color and texture, ensuring comfort and longevity.

Upholstery and Padding The seat and back upholstery shall consist of high-resilience foam of appropriate thickness, covered with premium-quality fabric or leatherette as approved. The upholstery work shall be neatly executed, firmly fixed, and free from wrinkles or visible fasteners.

Surface Treatment and Finish All exposed wooden surfaces of the table and chairs shall be machine-sanded smooth and finished with an approved wood stain followed by a minimum of three coats of clear PU or matt polish. The final finish shall be uniform in color and sheen, free from blemishes, and subject to prior approval.

Hardware, Accessories, and Protection All necessary hardware, fasteners, concealed fittings, and floor-protective pads under chair and table legs shall be included in the scope of work. Hardware shall be corrosion-resistant and suitable for long-term use.

Inclusions and Completion The BOQ rate shall be inclusive of all materials, upholstery, carpentry labor, polishing, assembly, handling, and transportation to site. The dining table and chair set shall be installed complete in all respects, in accordance with approved drawings, samples, and site-verified dimensions.

Item: Providing, fabricating, supplying, and placing Bedroom Chairs Set (2 Nos.) classic pedestal type, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Chairs

Specifications / Requirements:

Providing, supplying, placing, and fixing Bedroom Chair (Jhons Type), complete in all respects, conforming to the following minimum specifications: Material & Structure Chair structure manufactured from solid Kikar wood, properly seasoned and treated against termites and moisture, ensuring strength, durability, and long service life. Seat & Backrest Seat and backrest padded with high-quality Foam or approved equivalent, providing adequate comfort and resilience for regular bedroom use. Upholstery & Finish Upholstery material, texture, and color shall be as approved by the Procuring Agency. Wooden surfaces shall be smoothly finished, free from cracks, warping, or defects. Design & Use Designed for bedroom use, with stable proportions and comfortable seating suitable for residential and institutional accommodation. Workmanship High-quality craftsmanship with secure joints, neat upholstery, uniform padding, and blemish-free finish. No sharp edges or exposed fasteners on visible surfaces. Durability Chair shall be robust and suitable for long-term use under normal residential conditions. Installation & Completeness Including transportation, handling, placement at designated location, and cleaning after placement, complete in all respects.

Item: Providing, fabricating, supplying, and placing Round Coffee Table, classic pedestal type, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Tables

Specifications / Requirements:

Design shall be classic / Victorian-inspired, as per approved reference image. Table shall be round in shape, suitable for placement between or in front of visitor chairs. Overall appearance shall complement office seating furniture. Material & Construction Table shall be constructed from solid Sheesham wood, first-grade quality. Pedestal / base shall be of solid single-twist design, carved and shaped from solid wood. Table top shall be manufactured using solid Sheesham wood with Sheesham veneer, round in profile. Top surface shall feature a central point / concentric design detail, neatly finished. Wood and veneer shall be properly seasoned and kiln

dried, with moisture content controlled between 8-10%. Wood shall be free from knots, sapwood, cracks, warping, or structural defects. Stability & Structure Base shall be structurally balanced to ensure firm support and stability. Table shall be capable of bearing regular use without wobbling or deformation. Polish & Finish All exposed wooden surfaces shall be finished with three (03) coats of high-quality imported polish. Finish shall be Natural Brown Matte, Smooth and uniform, Scratch-resistant and moisture-resistant. Polish shall enhance the natural grain and richness of Sheesham wood.

Item: Providing, supplying, placing, and fixing Stackable Café Chair, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Chairs

Specifications / Requirements:

Design & Functionality Modern stackable café chair designed for space-saving storage, suitable for cafeterias, dining areas, training halls, and other multipurpose spaces where flexibility and efficient storage are required. **Seat & Backrest** Ergonomically contoured seat and backrest manufactured from high-quality plastic with mesh configuration, providing breathability and airflow to enhance user comfort during extended periods of sitting. **Back Support** Contoured backrest designed to provide additional support and promote proper sitting posture. **Finish & Appearance** Chair finished in sleek black color, offering a modern and professional appearance that blends seamlessly into various interior environments. **Base & Structure** Heavy-duty sled-style metallic base, fabricated from durable metal sections, finished with powder coating to ensure corrosion resistance, structural stability, and long service life. **Floor Protection** Provided with plastic glides at base contact points to protect non-carpeted floors from scuffs, scratches, and surface damage. **Material Specifications** • Seat & Back: High-quality plastic (mesh type) • Base: Metallic with powder-coated finish • Glides: Plastic **Dimensions** Approximate overall size: • Width: 20 inches • Depth: 23 inches • Height: 34 inches **Durability & Stability** Chair shall be robust, stable, and suitable for continuous use in high-traffic areas, manufactured from durable materials ensuring long-term performance. **Workmanship & Finish** Quality High-quality workmanship with smooth molded surfaces, uniform coating, scratch-free finish, and securely fixed components. **Installation & Completeness** Including transportation, handling, placement at designated locations, stacking arrangement (where required), and cleaning after placement, complete in all respects.

Item: Providing, supplying, placing, and fixing Round Café/ Bistro Table, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Tables

Specifications / Requirements:

Design & Appearance Stylish modern European-style round café table, suitable for cafeterias with a clean and contemporary aesthetic. Table Top Manufactured from high-quality MDF board with laminated finish, waterproof and easy-to-clean surface, resistant to stains, moisture, and routine wear. Top finish shall be available in approved colors and textures, including wooden grain or plain shades, as selected by the Engineer / Client. Base & Structure Heavy-duty metal base, designed to provide stability and durability under regular use. Base shall be properly treated with anti-corrosion coating and finished in approved paint / powder coating. Dimensions Approximate size: • Diameter: 24 inches • Height: 30 inches Durability & Performance Table shall be robust and suitable for continuous use in high-traffic environments such as cafés and institutional dining areas. Workmanship & Finish Smooth edges, properly sealed MDF surfaces, uniform finish, and firm fixing between top and base. No sharp edges, surface defects, or instability shall be acceptable. Floor Protection Base shall be provided with protective pads / levelers to prevent floor scratches and ensure stability. Installation & Completeness Including transportation, assembly, placement at designated location, leveling, and cleaning after installation, complete in all respects. Color, texture, finish, and base design shall be approved by the Procuring Agency.

Item: Providing, supplying, placing, and fixing Wooden side table Coffee bar, complete in all respects, strictly in accordance with the approved reference image, specifications, and directions of the Procuring Agency.

UNSPSC: Tables

Specifications / Requirements:

Design & Appearance Compact and functional side table with clean and natural wood grain, suitable for use coffee bar. Material Constructed from solid wood, properly seasoned and treated against moisture, termites, and dimensional movement, ensuring strength, durability, and long service life. Top Surface Smooth, level tabletop suitable for placing lamps, books, beverages,

and decorative items. Surface shall be properly finished to resist stains and routine wear. Structure & Stability Rigid frame construction providing a sturdy and stable platform for everyday use. Joints shall be properly secured using approved carpentry techniques to avoid loosening over time. Finish Natural wood finish / polish (shade as approved by the Engineer / Client), highlighting the wood texture and ensuring a warm aesthetic compatible with rustic, modern, or contemporary interiors. Dimensions Approximate overall size: • Height: 24 inches • Depth: 20 inches • Width: 20 inches Workmanship High-quality craftsmanship with smooth edges, uniform finish, and no visible defects such as cracks, warping, or exposed fasteners. Floor Protection Provided with protective pads / glides to prevent scratches to floor surfaces and ensure stable placement. Installation & Completeness Including transportation, handling, placement at designated location, leveling, and cleaning after placement, complete in all respects. Color, texture, finish, and base design shall be approved by the Procuring Agency.

Price Schedule

For Individual Items

#	Item Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		





General Conditions of Contract

A. General

1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1. "Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;
2. "Procuring Agency" means:-
 - 2.1. any Ministry, Division, Department or any Office of the Government;
 - 2.2. any authority, corporation, body or organization established by or under a Law or which is owned or controlled by the Government;
3. "The Contract" means an agreement enforceable by law;
4. "The Contract Price" means the price payable to the Bidder under the Contract for the full and proper performance of its contractual obligations;
5. "Ancillary Services" means those services ancillary to the provision of Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Bidder covered under the Contract;
6. "GCC" means the General Conditions of Contract contained in this section;
7. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
8. "Day" means calendar day unless indicated otherwise.
9. "Effective Date" means the date on which this Contract comes into force and effect.
10. "The Bidder" means the individual or corporate body whose Bids to provide the Goods has been accepted by the Procuring Agency;
11. "The Project Site," where applicable, means the place or places named in Bids Data Sheet and technical Specifications;
12. "Government" means the Government of Pakistan;
13. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Goods.
14. "Service" means any object of procurement other than goods or works;
15. "Party" means the Procuring Agency or the Bidder, as the case may be, and "Parties" means both of them;
16. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

17. "Completion Date" means the date of completion of the contract by the Bidder as certified by the Procuring Agency;

18. "In Writing" means communicated in written form with proof of receipt;

19. "Local Currency" means the currency of Pakistan;

2. Application and Interpretation

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

2.2 In interpreting these Conditions of Contract headings and marginal notes are used for convenience only and shall not affect their interpretations unless specifically stated; references to singular include the plural and vice versa; and masculine include the feminine. Words have their ordinary meaning under the language of the Contract unless specifically defined.

3. Applicable Law

3.1 The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

4. Governing Language

4.1 The Contract as well as all correspondence and documents relating to the Contract exchanged between the Bidder and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5. Notices

5.1 Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the **SCC**.

6. Delivery/Location

6.1 The Goods shall be delivered to such locations as the Procuring Agency may approve and as specified in **SCC**.

7. Authorized Representatives / Authority of Member in charge

7.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Bidder may be taken or executed by the officials specified in the **SCC**.

B. Commencement, Completion, Modification, and Termination of Contract

8. Effectiveness of Contract

8.1 This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.

9. Commencement of Services

9.1 The Bidder shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

10. Program

10.1 Before commencement of the Services, the Bidder shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

11. Starting Date/Expiration Date

11.1 The Bidder shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

11.2 Unless terminated earlier pursuant to Clause **GCC 15** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

12. Entire Agreement

12.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

13. Modification

13.1 Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any Bids for modification or variation made by the other Party.

13.2 In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.

14. Force Majeure

14.1 Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

14.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

14.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

14.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Bidder shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

15. Termination

15.1 By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Bidder in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

1. If the Bidder fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;
2. If the Bidder becomes (or, if the Bidder consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
3. If the Bidder fails to comply with any final decision reached as a result of arbitration proceedings;
4. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

15.2 By the Bidder

The Bidder may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

1. If the Procuring Agency fails to pay any money due to the Bidder pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Bidder that such payment is overdue.
2. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.
3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration.
4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Bidder's notice specifying such breach.

C. Obligations of the Bidder

16. General

16.1 Standard of Performance

1. The Bidder shall deliver the product and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

16.2 Law Applicable to Goods

The Bidder shall deliver the goods in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

17. Conflict of Interests

17.1 Bidder Not to Benefit from Commissions and Discounts.

The remuneration of the Bidder shall constitute the Bidder's sole remuneration in connection with this Contract or the Services, and the Bidder shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Bidder shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

17.2 Bidder and Affiliates Not to be Otherwise Interested in Project

The Bidder agree that, during the term of this Contract and after its termination, the Bidder and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Goods for any project resulting from or closely related to the Services.

17.3 Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
2. during the term of this Contract, neither the Bidder nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

18. Confidentiality

18.1 Except with the prior written consent of the Procuring Agency, the Bidder and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

19. Insurance to be Taken Out by the Bidder

19.1 The Bidder(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, loss or damage, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

20. Bidder's Actions Requiring Procuring Agency's Prior Approval

20.1 The Bidder shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- (a) appointing such members of the Personnel not provided by the Bidder;
- (b) changing the Program of activities; and
- (c) any other action that may be specified in the SCC.

21. Reporting Obligations

21.1 The Bidder shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

22. Liquidated Damages

22.1 If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in SCC. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to **GCC Clause 14**.

22.2 Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Bidder by adjusting the next payment certificate. The Bidder shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

22.3 Lack of performance penalty

If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Bidder. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the SCC.

23. Performance Guarantee

23.1 Within Seven (07) days from the issuance of acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape of ----- at the discretion of the PA in the amount **specified in SCC**. In case the amount of Bids security is equal or greater than

23.2 The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

23.3 The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in SCC.

24.3 The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

24. Fraud and Corruption

24.1 The Procuring Agency requires the Supplier to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the Bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

25. Sustainable Procurement

25.1 The Bidder shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

D. Bidder's Personnel

26. Description of Personnel

26.1 The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Bidder's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

27. Removal and/or Replacement of Personnel

27.1 Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Bidder, it becomes necessary to replace any of the Key Personnel, the Bidder shall provide as a replacement a person of equivalent or better qualifications.

27.2 If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Bidder shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

27.3 The Bidder shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

28. Assistance and Exemptions

28.1 The Procuring Agency shall use its best efforts to ensure that the Government shall provide the Bidder such assistance and exemptions as specified in the SCC.

29. Change in the Applicable Law

29.1 If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the related Services rendered by the Bidder, then the remuneration and reimbursable expenses otherwise payable to the Bidder under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

30. Services and Facilities

30.1 The Procuring Agency shall make available to the Bidder and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described, at the times and in the manner specified in the SCC or terms of reference.

30.2 In case that such services, facilities and property shall not be made available to the Bidder, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Bidder for the performance of the Services, (ii) the manner in which the Bidder shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Bidder as a result thereof.

F. Payments to the Bidder

31. Contract Price

31.1 The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC. Prices charged by the Supplier for Goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its Bid.

32. Terms and Conditions of Payment

32.1 Payments will be made to the Bidder according to the payment schedule stated in the SCC and as per actual invoice submitted by the Bidder.

32.2 Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Bidder of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Bidder have submitted an invoice to the Procuring Agency specifying the amount due.

33. Currency of Payment

33.1 Any payment under this Contract shall be made in the currency(ies) specified in the SCC.

G. Quality Control

34. Identifying Defects

34.1 The principle and modalities of Inspection of the Goods by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Bidder's performance and notify him of any Defects that are found. Such checking shall not affect the Bidder's responsibilities. The Procuring Agency may instruct the Bidder to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

35. Correction of Defects, and

Lack of Performance Penalty

35.1 The Procuring Agency shall give notice to the Bidder of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

35.2 Every time notice a Defect is given, the Bidder shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

35.3 If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the Bidder will pay this amount, and a Penalty for Lack of Performance.

36. Taxes and Duties

36.1 A Supplier shall be entirely responsible for all taxes, duties, fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.

H. Settlement of Disputes

37. Alternate Dispute Resolution

37.1 The disputes between the parties to the contract may be settled in accordance with Rule 66 of the Public Procurement Rules, 2025.

37.2 The procuring agency shall refer the matter to the Chief Justice Islamabad High Court or Managing Director PPRA or the Secretary Ministry of Law & Justice for appointment of Arbitrator.

37.3 The fee for the Arbitrator shall be specified in Pak Rupees as determined by the appointing authority which shall be borne and shared equally by the contracting parties.





Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>Definitions</p> <p>The Procuring Agency is:Collectorate of Customs Gilgit-Baltistan (FBR),Additional CollectorFor further information and clarification: 1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2. Office of the Project Manager, NESPAK House, G-5/2, Islamabad</p> <p>The Supplier is:</p> <p>The title of the subject procurement is: Supply and Installation of Furniture for Custom Complex at Sost, under the project Construction of Custom Complex at Sost</p>
GCC 2	<p>Applicable/Governing Law:</p> <p>The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan</p>
GCC 3	<p>Language:</p> <p>The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in English.</p>

<p>GCC 5</p>	<p>Notices:</p> <p>The addresses for the notices are:</p> <p>Procuring Agency:</p> <p>Collectorate of Customs Gilgit-Baltistan (FBR),Additional Collector For further information and clarification: 1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2. Office of the Project Manager, NESPAK House, G-5/2, Islamabad +92-333-915-6565 tahiriqbal@fbr.gov.pk</p> <p>Contractor/ Bidder:</p> <p>[Name, address and telephone number].</p> <p>The Contractor/ Bidder’s Representative(s)</p> <p>[Name, address, telephone number and e-mail address]</p>
<p>GCC 6.1</p>	<p>The Authorized Representatives are:</p> <p>For the Procuring Agency:</p> <p>Collectorate of Customs Gilgit-Baltistan (FBR),Additional Collector For further information and clarification: 1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2. Office of the Project Manager, NESPAK House, G-5/2, Islamabad +92-333-915-6565 tahiriqbal@fbr.gov.pk</p> <p>For the Bidder:</p> <p>Name:</p> <p>Designation:</p> <p>Address:</p>
<p>GCC 7</p>	<p>Effectiveness of the contract</p>
<p>GCC 8</p>	<p>Commencement of Contract:</p>
<p>GCC 10.2</p>	<p>Expiration of Contract:</p>

<p>GCC 15</p>	<p>Termination</p> <p>In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.</p>
<p>GCC 17</p>	<p>Conflict of Interest:</p> <p>The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17.</p>
<p>GCC 23</p>	<p>Liquidated Damages</p> <p>If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of 0.20% to 10.00% of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.</p>
<p>GCC 24</p>	<p>Performance Guarantee:</p> <p>The amount of performance guarantee shall be 10.00% of the contract price in acceptable form of Call at Deposit, Bank Guarantee, Demand Draft</p>
<p>GCC 35</p>	<p>Payment terms:</p> <p>Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.</p>
<p>GCC 38</p>	<p>Currency of Payment:</p> <p>All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.</p>

GCC 39**Identifying Defects:**

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Inspections & Tests Requirements

For being Brand New, bearing relevant reference numbers of the equipment (Certificate from supplier)

For Physical Fitness having No Damages (Certificate from supplier)

For the Country of Origin as quoted by the Supplier (Certificate from manufacturer)

For conformance to specifications and performance parameters, through Prior to delivery inspection (Inspection Report by Procurement Committee / Inspection Team)

For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee / Inspection Team)

Delivery & Documents

Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;

Original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;

Copies of the packing list identifying contents of each package;

Insurance Certificate;

Manufacturer's or Supplier's Valid Warranty Certificate;

Inspection Certificate issued by the Nominated Inspection Agency (if any), and the Supplier's Factory Inspection Report;

Certificate of Origin.

The above documents would be required even if the equipment has already been imported and is available with the supplier ex-stock

Following is the guidance for Dispute Resolution

1. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.
2. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.
3. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.
4. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.
5. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.



Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: **PI0160**

To: **Collectorate of Customs Gilgit-Baltistan (FBR), Additional Collector** For further information and clarification: **1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2. Office of the Project Manager, NESPAK House, G-5/2, Islamabad**

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:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

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 (28) days after the expiration of our Bid.



Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the _____ day of _____ 20____ between **Collectorate of Customs Gilgit-Baltistan (FBR), Additional Collector** For further information and clarification: **1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2. Office of the Project Manager, NESPAK House, G-5/2, Islamabad**

(hereinafter called “the Procuring Agency”) of the one part and [name of Bidder] of [city and country of Bidder] (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **Supply and Installation of Furniture for Custom Complex at Sost, under the project Construction of Custom Complex at Sost (P10160)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and
8. [add here: any other documents]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder:





Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract Number: Contract Value: Contract Title:

Dated:

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

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

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.



Performance Guarantee Form

Performance Guarantee Form

To: **Collectorate of Customs Gilgit-Baltistan (FBR), Additional Collector** For further information and clarification: **1. Office of the Chief Projects, (Room # 713), FBR (HQ), Islamabad, 2. Office of the Project Manager, NESPAK House, G-5/2, Islamabad**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]



Annexure

Additional Information - part of Bidding Documents/ Contract for Supply and Installation of Furniture for Custom Complex at Sost

Upload Document

Document Required

See Form Under Additional Forms and Documents: **Additional Information - part of Bidding Documents/ Contract for Supply and Installation of Furniture for Custom Complex at Sost** (page number: 86)





Procurement Forms

Past Experience and Completed Contracts

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 90)

Historical Contract Non-Performance, and Pending Litigation and Litigation History

See Form Under Additional Forms and Documents: **Historical Contract Non-Performance, and Pending Litigation and Litigation History** (page number: 91)

Current Contracts and Their Progress

See Form Under Additional Forms and Documents: **Current Contracts and Their Progress** (page number: 93)

Financial Capacity and Net Worth Evaluation Form

See Form Under Additional Forms and Documents: **Financial Capacity and Net Worth Evaluation Form** (page number: 94)

Average Annual Turnover

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 96)





Additional Forms and Documents

Additional Information - part of Bidding Documents/ Contract for Supply and Installation of Furniture for Custom Complex at Sost

Sr.No	Description
1	The Bid with the lowest evaluated price from amongst those which are eligible , compliant, substantially responsive and meeting the Qualification Criteria , shall be considered the Most Advantageous Bid.
2	Address for clarification 1. Office of the Chief Projects (Room No.713) Federal Board of Revenue Headquarters, Islamabad. 2 . Office of Project Manager NESPAK House, Sector G-5/2, Islamabad.
3	Period for delivery and installation of goods: 06 weeks after award of work.
4	Commencement date for delivery of Goods: immediately after signing the contract.
5	Representative of Procuring Agency is National Engineering Services Pakistan (Pvt.) Limited - NESPAK.
6	Advance Payment: Fifteen percent (15%) of the Contract Price shall be paid within seven (07) days of signing of the Contract against invoice and a bank guarantee for the equivalent amount and in the form provided in the Bidding Documents. Bank guarantee shall be released upon safe delivery of goods at Project site.
7	On Delivery: sixty-five percent (65%) of the Contract Price shall be paid on receipt of the Goods and inspection by FBR and NESPAK representative and upon submission of the required documents
8	On Acceptance: The remaining twenty percent (20%) of the Contract Price shall be paid to the Supplier after the date of the acceptance certificate for the respective delivery of complete product at site is issued by the Procuring Agency.
9	Payments shall be made promptly by the Procuring Agency, within thirty (30) days after submission of an invoice or claim by the Supplier and so verified by NESPAK.”
10	This warranty shall remain valid for a period of one year after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract.
11	The period for correction of defects in the warranty period is fifteen (15) days.
12	The Goods supplied under the Contract shall be fully insured in Pak rupees from Insurance companies having AA Rating or above with PACRA/ JCR.
13	Submission of Performance Security is to be made within 14 days of issuance of Letter of Award. The Performance Security shall be by a (a) Sheduled Bank in Pakistan or (b) an insurance company having AA rating from PACRA/VIS and acceptable to employer
14	The performance security (or guarantee) will be discharged by the Procuring Agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise specified in SCC.
15	The Procuring Agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring Agency shall notify the Supplier in writing or in electronic forms that provide record of the content of

	communication, in a timely manner, of the identity of any representatives retained for these purposes.
16	The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency.
17	Should any inspected or tested Goods fail to conform to the Specifications, the Procuring Agency may reject the Goods, and the Supplier shall replace the rejected Goods to meet specification requirements free of cost to the Procuring Agency.
18	The Procuring Agency's right to inspect, test and, where necessary, reject Goods after the Goods' arrival in the Procuring Agency's country shall in no way be limited or eared by reason of the Goods having previously been inspected, tested, and passed by the Procuring Agency or its representative prior to the Goods' shipment from the country of origin.
19	The Performance Security shall be by (a) a Scheduled Bank in Pakistan or (b) an Insurance Company having at least an AA rating from PACRA/VIS and acceptable to the Employer.
20	If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in SCC . Once the said maximum is reached, the Procuring Agency may consider termination of the Contract.
21	Liquid Damages Maximum deduction = 10% of Contract Amount 0.2 percent per day of undelivered materials/ good's value

SCHEDULE REQUIREMENTS, TECHNICAL SPECIFICATIONS

A. General Requirements

- i. Furniture shall be brand new, unused, and free from material defects.
- ii. Furniture design shall be ergonomic, modern, functional and suitable for its intended use.
- iii. All materials must be durable, suitable for heavy duty use, termite-resistant, and moisture-resistant.
- iv. Surface finish shall be scratch-resistant, stain-resistant and easy to clean and maintain.
- v. Wood shall be properly seasoned, kiln-dried, and free from defects such as cracks, warping, knots, or insect infestation.
- vi. All edges must be smooth and rounded, unless approved otherwise by the Procuring Agency.
- vii. Color, texture and finish of all furniture items shall be subject to approval of the Procuring Agency.
- viii. The approval of the Procuring Agency shall not relieve the Supplier of his obligations with respect to the quality to meet with the standard specifications.
- ix. When required by the furniture manufacturer, furniture must be installed by an authorized dealer and a certified furniture installation crew.

B. Examining the Building and Site Conditions

- i. Supplier must become familiar with details of the work, inspect all areas and conditions under which furniture is to be installed or supplied.
- ii. The Supplier must confirm access routes for delivery of furniture, floor levels and surface conditions, available working space; and any site constraints affecting installation of furniture.
- iii. The Supplier shall examine the locations of electrical outlets, floor boxes and ensure compatibility with cable management system.
- iv. The Supplier shall be responsible for interface with electrical works, coordination with IT installations, interaction and scheduling with other contractors deployed at site.

C. Sampling Requirements After Award

- i. Sampling is required to verify quality, workmanship, materials and finish of the product and to establish a benchmark for production and final acceptance.
- ii. Supplier is to provide one full-scale sample of each major furniture type before mass production reflecting actual materials, final dimensions, finish and color, hardware and accessories.
- iii. Supplier shall provide sample of wood with test reports from 3rd party, surface finish samples including polish, laminate, PU coating etc., hardware samples, upholstery fabric and foam samples.
- iv. Samples must be actual samples, not photographic representations.
- v. Label samples with fabric or finish code, furniture item code and name, manufacturer name, and color information.
- vi. Furniture items shall match approved samples, shop drawings or mock-ups.
- vii. Samples are to be submitted within 14 days of award of Contract.
- viii. The photographs of different items of furniture given in the Schedule of Prices are indicative requirements of Client. The Bidder is to submit detailed design of each proposed item to be manufactured, nearest to and matching with those indicated in the aforementioned photographs/ details of furniture and interior items without change in characteristics and specifications. The design shall also include but not limited to the class/ type of wood being used, upholstery, foam etc.
- ix. The Supplier shall furnish detailed shop drawings of each furniture/ interior item along with photographs prior to execution of Works for approval of the Procuring Agency.
- x. The Bidder shall provide catalogues, brochures, literature, relevant technical data and detailed specifications for the offered furniture/ interior items to ascertain compliance of the offered goods with prescribed technical requirements, for review and approval of the Procuring Agency. The approved technical specifications/ catalogues/ brochures and relevant technical data shall be deemed considered as part of the Contract Documents for execution of the Works.
- xi. The Works shall be executed as per technical parameters and requirements given in the Price Schedules and Drawings provided in the Bid Documents and Sample of each furniture/ interior item duly approved by the Procuring Agency. The Supplier shall remedy any defects therein in conformity with the Conditions of Contract.
- xii. Approved samples shall be retained at site or as approved by the Procuring Agency for use as quality benchmark.
- xiii. All sample costs, including transport and testing, shall be borne by the Supplier.
- xiv. Approved samples may be finally incorporated in the final supply, if undamaged.

D. Delivery Requirements

- i. The Suppliers shall be responsible for the safe transportation, delivery, off-loading, positioning and placement of all furniture items at the locations specified by the Procuring Agency.
- ii. Delivery shall include movement to any floor, room, offices etc. wherever required at no additional cost to the Procuring Agency.

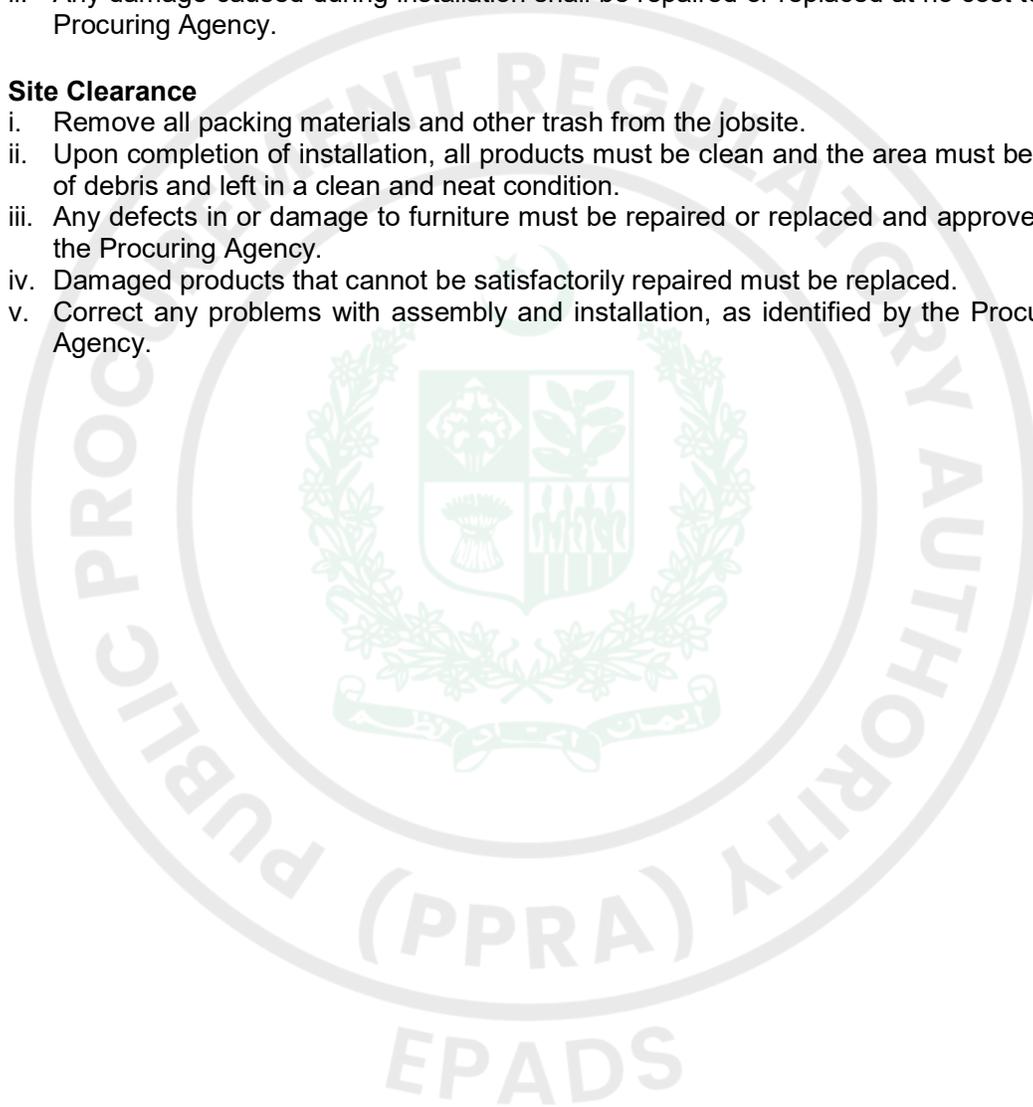
- iii. All furniture shall be securely packed by the Supplier to prevent scratches, dents, moisture damage, breakage during transit.
- iv. The Supplier shall ensure that the packaging includes protective wrapping, corner and edge protection, moisture resistant covering.
- v. The Supplier shall ensure that each Item is clearly labeled with item description, quantity, and handling instructions.

E. Installation and On-site Works

- i. Furniture shall be installed strictly in accordance with approved layouts, shop drawings and instructions of the Procuring Agency.
- ii. Any damage caused during installation shall be repaired or replaced at no cost to the Procuring Agency.

F. Site Clearance

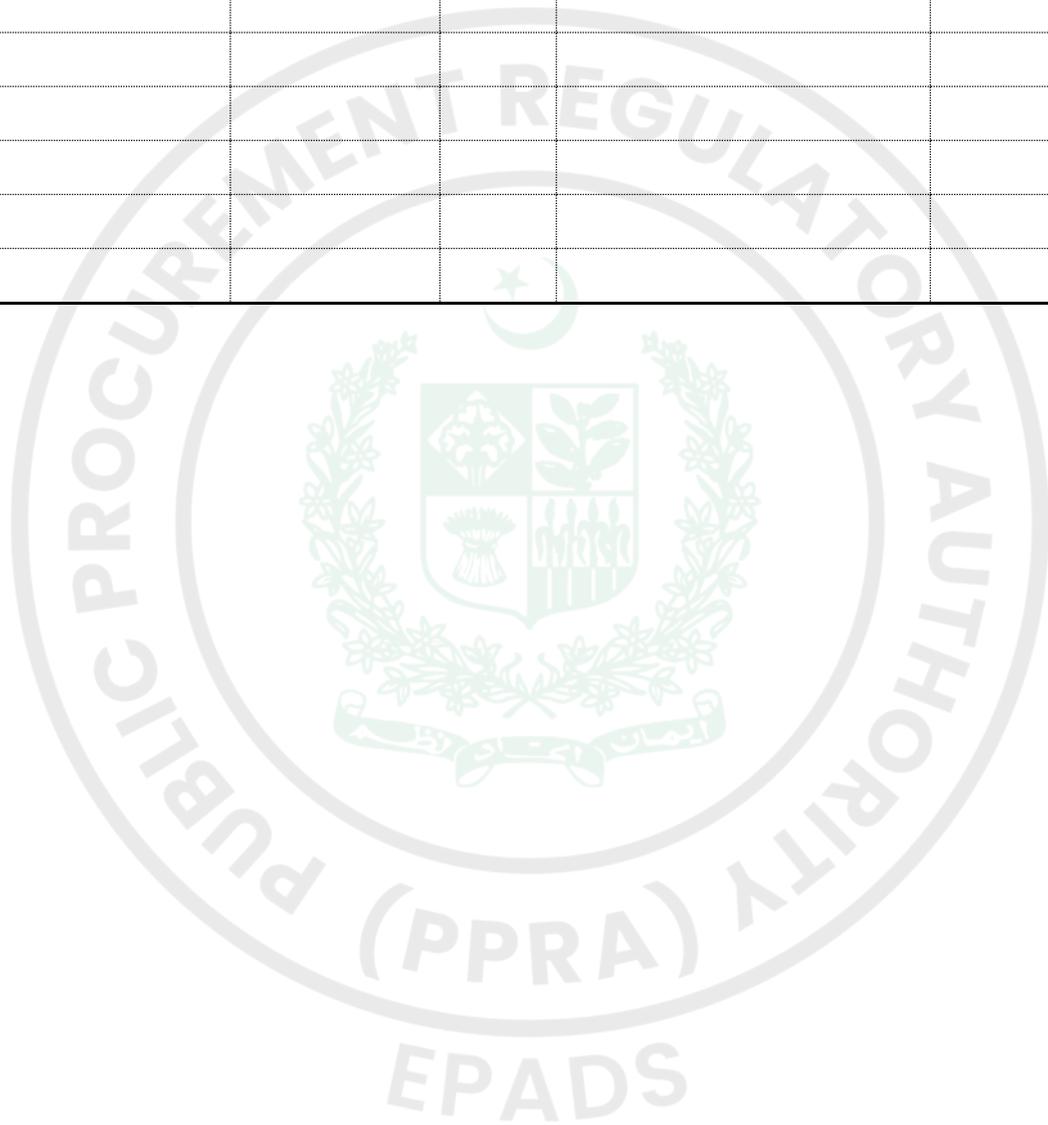
- i. Remove all packing materials and other trash from the jobsite.
- ii. Upon completion of installation, all products must be clean and the area must be free of debris and left in a clean and neat condition.
- iii. Any defects in or damage to furniture must be repaired or replaced and approved by the Procuring Agency.
- iv. Damaged products that cannot be satisfactorily repaired must be replaced.
- v. Correct any problems with assembly and installation, as identified by the Procuring Agency.



Past Experience / Contracts

Contracts over *[insert amount]* during the last three years:

Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination



Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

<input type="checkbox"/> Not debarred due to deviation from commitment of Bid Securing Declaration- <input type="checkbox"/> Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)

<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>
<input type="checkbox"/> No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. <input type="checkbox"/> Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), PKR Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i>	<i>[insert amount]</i>

Current Contract Commitments / Contracts in Progress Form

1. Name of Contract(s)
2. Procuring Agency Contact Information [insert address, telephone, fax, e-mail address]
3. Value of outstanding contracts [current PKR equivalent]
4. Estimated Delivery Date
5. Average monthly invoices over the last six months (PKR/mon.)

Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (amount in currency, currency, exchange rate*, PKR equivalent)				
	Year 1	Year 2	Year 3		
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 14 for the exchange rate

3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for *[number]* years pursuant Section III, Qualifications Criteria and Requirements. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
 - (b) be independently audited or certified in accordance with local legislation.
 - (c) be complete, including all notes to the financial statements.
 - (d) correspond to accounting periods already completed and audited.
- Attached are copies of financial statements¹ for the *[number]* years required above; and complying with the requirements.

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Average Annual Turnover (Annual Sales Value)

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual Turnover Data			
Year	Amount Currency	Exchange rate* (If applicable)	PKR equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Turnover **	

* Refer ITA for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA.