

To: PPRA
Federal Bank for Co-operative
Building 1st Floor, Near SBP
Sector G-5/2, Islamabad

M/S All Contractor Concerned

Subj: **Uploading of Tender Notice Inquiry Number – 02 (FESS CYL TK VT-4) FY 2025/2026 & 26/27. on PPRA Website**

Read Para 3 carefully

607 Regional Workshop EME Gujranwala intends to purchase the items as mentioned in **Anx 'A'** to this letter please.

TERMS AND CONDITIONS OF THE TENDER

Rates

- a. CST will remain valid till **30 JUN 2027** (Bid Validity).
- b. Quoted rates must be inclusive of all the Government taxes.

GST, INCOME TAX, CUSTOM DUTY AND OTHERS

- c. Rates will be quoted for brand new items.
- d. Rates will be quoted in Pak Rupees only.

Special Instructions

- a. **Participating firms must have authority letter of OEM. No Quotation without OEM letter will be entertained.**
- b. **Participating firms must have access to OEM approved filling plant.**
- c. **Supplied Stores must be in fitment ready condition.**

Quotations

- a. As per PPRA Rule 36 (b), Single stage two envelope bidding procedure will be followed.
- b. Technical and commercial offers will be submitted in separate envelopes. The envelope containing Technical offer will be marked as "**Technical Offer IT-02 / 2025-26 & 26/27**". The envelope containing Commercial offer will be marked as "**Commercial Offer IT-02 /2025-26 & 26/27**".
- c. No column should be left blank in quotation, however, **NQ** should be written in the rate column for ITEMS NOT BEING QUOTED.
- d. Firms to clearly mention "TOTAL NUMBER OF ITEMS QUOTED".
- e. Rates to be quoted on the format provided (Soft and hard copy) otherwise quotation will not be considered, especially serial number of IT be strictly followed.
- f. No rate will be accepted through fax or any other electronic device / medium.
- g. No quotation will be accepted after prescribe time under any circumstance.
- h. No quotation will be accepted **without firm stamp on each page**.

Technical and Commercial Offers Must Contain Following:-

- a. Brand to be mentioned for Spares of all countries of origin including Genuine/ OEM and supporting documents / agency agreement to be provided.
- b. In case of brands other than OEM/ OPM, local/ foreign sources of supplies must be mentioned with proof.
- c. Proof of source of procurement for Genuine/ OEM/ OPM/ other brand items will be provided with the Technical Offer and with delivery of stores including original invoice/ shipping documents/ bill of lading/ contents of consignments etc.
- d. Tech Specification / brochure and relevant data.

Restrictions

- a. **CUTTING OR OVERWRITING** in the quotation may make it liable to rejection, therefore may be avoided.
- b. The purchaser retains the authority to **REJECT** any or all the quotations as per PPRA Rules.

Supply (Requirements)

- a. Item(s) should be exactly in accordance with part numbers, nomenclature, specifications/ samples.
- b. In case of machinery / equipment, the bid should include installation, training and all literature including part catalogues, owner / user manual and repair manuals.
- c. Samples may be demanded from the firms to assess the quality, technical feasibility and functional of the item.

Tender Opening

- a. Quotations must be dropped in the tender box before 09:00 hours on **20 April 2026**.
- b. **Technical Offers** will be opened at 10:00 hours on **20 April 2026**.
- c. Financial offer of only those contractors will be open whom technical will be accepted by the board and rest would be returned unopened.
- c. Samples are may be demanded after opening of Technical Offer if required, sample time is 7 to 10 days.

Important Notes

- a. **The firm has to provide the custom documents and bill of landing where required.**
- b. **Firm has to deposit the principle documents at the time of submitting of quotation when required.**
- c. Firm is to bound the spares deliver within 10 to 15 days.
- d. If the firm is not agree to deliver the spare as 1st lowest, written refusal will be forwarded to this organization.

Import Documents.

- a. GHQ security wise cleared firms which are registered with this Installation or any other Defense organization can participate in this tender inquiry. However if the bidder is not registered with 607 Regional Workshop EME Gujranwala as per procedure in vogue, necessary registration modalities will have to be completed on priority within ten days of the invitation tender opening date.
- b. The firm has to deposit IT fee for Rs. **3000/-** which the firm receives the documents at the time of submitting the quotations or send pay order with the quotations. Tender will not be entertained rejected for which IT fee not provided.
- c. The acceptance of the said items will be subject to form, fitness and functional test from competent inspection authorities.
- d. Provision of copy of AGENCY AGREEMENT is necessary in order to prove that the firm is capable of providing requisite items from its principal. Any cost required for confirmation of capability of 'Principal' will be borne by the firm. Any quotation against imported items without providing a copy of AGENCY AGREEMENT can be REJECTED.
- e. Part number, mentioned in the Tender document are standard part numbers of Pakistan Army however any change in part number / correction may be mentioned in bracket at the end of required part number alongwith documentary proof e.g. copy of part catalogue / part no revision documents etc.
- f. Qualifying firms will be issued repeat orders, throughout the validity period of this IT. Firms will be required to supply the ordered stores within the delivery period mentioned on the purchase order.
- g. That procuring agency retains the right to reject a "Bid". Any "Redressal of Grievance by Contractor" shall be submitted within 15 x days as per PPRA Rule 48.
- h. OEM / OPM Brand and COO will clearly be indicated against each quoted items by firm as part of Tech Offers.
 - i. For any clarification, please contact Local Purchase Officer of 607 Regional Workshop EME Gujranwala during working hours.

11 **Warning**

- a. Study the specifications of item(s) of this Tender Inquiry carefully before quoting, otherwise 607 Regional Workshop EME Gujranwala will not be responsible.
- b. Read all clauses carefully before preparing the quotations.
- c. In case of any discrepancy against any clause(s) in quotation, the bid is liable to rejection.
- d. Quotations to be deposited duly signed / stamped on each page along with covering letter, on letter pad of the firm before time of submission mentioned.
- e. Quotation will not be accepted without soft copy on **CD**.
- f. No hand writing quoting entry of rates in the quotation will be acceptable.

LOCAL PURCHASE OFFICER

Anx 'A'

IT No. 02/LP/EME FY 2025-26 & 26/27

Ser	Make & Type
1	FESS CYL