



## **Bidding Document**

**“E-Procurement of Machinery, I.T Equipment,  
Furniture and Cost of Other Stores”**

**Under**

**ADP 2025-26 (Scheme No. 2577)**

**Govt. Cooperative Training College,  
Sargodha Road, Faisalabad. (GCTC)**

**041-9330745**



## INVITATION FOR E-BIDDING



### Government Cooperative Training College, (GCTC) Faisalabad.

#### **Tender Notice No. 02/2026**

The Govt. Cooperative Training College Faisalabad intends to procure various “Goods” (Revenue Items), for the office of GCTC, Faisalabad under ADP 2025-26 (Scheme No. 2577). Sealed bids are invited, through E-PADS portal only, from reputable supplier/firms/companies listed with PPRA (Punjab Procurement Regulatory Authority).

The procurement shall be completed in accordance with the Punjab Procurement Rules 2014, on Single stage – Two Envelope Bidding procedure.

Sr. No	Items/Heads	Estimated Amount	Bid Security
1	Lot-1) Machinery and Equipment	8,415,000	2% of bid amount
2	Lot-2) I.T. Equipment	2,091,000	
3	Lot-3) Purchase of Furniture and Fixture	4,731,000	
4	Lot-4) Cost of Other Stores	1,563,000	

Bidding documents containing detailed requirements and terms & conditions are available on E-PADS portal and PPRA website (<https://ppra.gov.pk/>).

Bids as per prescribed format should be uploaded at E-PADS portal by 11:00 A.M. on 02-05-2026.

Bids will be opened on the same day at 11:30 A.M. in the presence of bidders or their authorized representatives who may choose to attend.

The URL of the website of the PPRA is and (<http://eproc.punjab.gov.pk/ViewTender.aspx>) response time shall be calculated exclusively from the date of publication of the advertisement on the website of the PPRA.

#### **Terms & Conditions:**

**I.** Bidding documents are available on PPRA E-PADS portal only. No hard copy will be issued.

**III.** The prospective bidders are required to submit Bid Security/Earnest Money (CDR) amounting to as above mentioned works in favor of the Principal GCTC issued from any scheduled bank against firm’s account. Name of Firm should be clearly mentioned on instrument (Call Deposit/CDR).

**IV.** The prospective bidders shall upload scanned copy of affidavit required on Original Judicial Stamp Paper worth Rs.200/- stating that their firms are not involved in any litigation.

**V.** The prospective bidders shall upload scanned copy of Certificate required on Original Judicial Stamp Paper worth Rs.200/- for non-relationship in GCTC.

**VI.** The prospective bidder must be registered with the Federal Board of Revenue (FBR) and must have an active Taxpayer Profile.

**VII.** The prospective bidder must not have been blacklisted by any government department or agency. A clearance certificate to this effect is required.

**Principal**  
**Govt. Cooperative Training College,**  
**Faisalabad.**  
**03059660211, 041-9330745**

# **Instruction to Bidders (ITB)**

## **1. Invitation to Bid**

1.1 Punjab Procurement Rules, 2014 (amended) will be strictly followed. These may be downloaded/obtained from PPRA's website.

<https://ppra.punjab.gov.pk/>

In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Punjab Procurement Rules, 2014 (amended).

1.2 This tender is being placed online at PPRA's website, as well as on EPADS.

1.3 As per Rule 38(2)(a) of PPRA Rules, 2014 (amended) Single Stage - Two Envelope Bidding Procedure shall be followed.

## **2. Bidding Details (Instructions to Bidders)**

All bids must be accompanied with copy of Bid Security (Earnest Money) as part of technical and financial bid and as per provisions of the clause "Bid Security" of this document. The original bid security must be in favor of "Principal Govt. Cooperative Training College" and be deposited in the Office of the Principal GCTC by closing time of bid submission. The complete bids as per required under this tender document must be uploaded through EPADS not later than 11.00 hours on last date of submission of bids i.e 02-05-2026 from the date of advertisement as published on PPRA website and EPADS. The technical bids shall be opened in the Committee Room of Govt. Cooperative Training College, Faisalabad at 11:30 AM on 02/05/2026. In case the last date of bid submission falls in/ within the official holidays/weekends, the last date for submission of the bids shall be the next working day.

2.1 Queries of the Bidders (if any) for seeking clarifications regarding the specifications of the Machinery, IT Equipment, and Furniture must be received on [www.eprocure.gov.pk](http://www.eprocure.gov.pk) to the Purchaser till 30-04-2026 during office hours i.e 9.00 to 5.00 PM. Any query received after said date may not be entertained. All queries shall be responded to within due time.

2.2 The bidder shall submit bids which comply with the Bidding Document. Alternative bids shall not be considered. The attention of bidders is drawn to the provisions of this tender document Clause regarding "Determination of Responsiveness of Bid" and "Rejection / Acceptance of the Tender" for making their bids substantially responsive to the requirements of the Bidding Document.

2.3 It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bids and no claim whatsoever including those of financial adjustments to the contract awarded under this Bid Process will be entertained by the Purchaser. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder.

### **Important Note:**

Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the bidding documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny.

Applicability of Punjab Procurement Rules, 2014 (as amended from time to time)

This Bidding Process will be governed under Punjab Procurement Rules, 2014, as amended from time to time and instructions of the Government of the Punjab received during the completion of the project. E-Procurement process will be adopted to complete the procurement of required items.

3.5 "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor/Firm/Bidder.

3.6 "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.

3.7 "Contractor/Bidder/ Firm Vendor" means the Tenderer whose bid has been accepted and awarded Letter of Acceptance for a specific lot followed by the signing of Contract.

3.8 "Contract Price" means the price payable to the Contractor/ bidder/firm under the Contract for the full and proper performance of its contractual obligations.

3.9 "Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract which is properly apportion-able to the Goods or Services in question.

3.10 "Defects Liability Expiry Certificate" means the certificate to be issued by the Client/Purchaser to the Contractor/ Bidder/ Firm in accordance with the Contract.

3.11 "Day" means calendar day.

3.12 "Defects Liability Period" means the warranty period following the taking over, during which the Contractor/ Bidder/ Firm is responsible for making good, any defects and damages in Goods and Services provided under the Contract.

3.13 "Force majeure shall mean any event, act or other circumstances not being an event, act or circumstances under the control of the Purchaser/Client or of the Contractor/Bidder/Firm. Non-availability of materials/supplies or of import license or of export permit shall not constitute Force majeure. Detail is at clause 30 of tender document.

3.14 "Goods" mean Furniture & Fixtures, Plant & Machinery, IT Equipment, Hardware, Computer Stationary, Stationary and Printing items which the Contractors/ Bidder/Firms are required to supply to the Purchaser/Client under the Contract.

3.15 "Person" includes individual, firm, company, corporation, institution and organization, etc., having legal capacity.

3.16 "Prescribed" means prescribed in the Tender Document.

3.17 "Purchaser/Client" means the Govt. Cooperative Training College, Faisalabad or any other person for the time being or from time to time duly appointed in writing by the Purchaser/Client to act as Purchaser/Client for the purposes of the Contract.

3.18 "Origin" shall be considered to be the place where the Goods are produced or from where the Services are provided. Goods are produced when, through manufacturing, processing or assembling of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components. The origin of Goods and Services is distinct from the nationality of the Contractor/Bidder/ Firm.

3.19 "Services" means installation, configuration, deployment, commissioning, testing, training, support, after sale service, etc. of Goods and other such obligations which the Contractor / Bidder / Firm is required to provide to the Purchaser / Client under the contract.

3.20 "Taking-Over Certificate" means the certificate to be issued by the Client/Purchaser to the Contractor/Bidder/Firm, in accordance with the Contract.

3.21 "Works" means work to be done by the Contractor/ Bidder/Firm under the contract.

3.22 "Eligible" is defined as any country or region that is allowed to do business in Pakistan by the law of Government of Pakistan.

#### **4. Headings and Titles**

4.1 In this document, headings and titles shall not be construed to be part thereof or be taken into consideration in the interpretation of the document and words importing the singular only shall also include the plural and vice versa where the context so requires.

#### **5. Notice**

5.1 In this document, unless otherwise specified, wherever provision is made for exchanging notice, certificate, order, consent, approval or instructions amongst the Contractor/Bidder/ Firm, the Purchaser/Client, the same shall be:

5.2 in writing;

5.3 issued within reasonable time;

5.4 served by sending the same by courier or registered post to their principal office in Pakistan or such other address as they shall notify for the purpose; and prescribed in the tender documents submitted by Contractor/Bidder/ Firm.

5.5 The words "notify", "certify", "order", "consent", "approve", "instruct", shall be construed accordingly.

#### **6. Tender Scope**

6.1 Govt. Cooperative Training College, Faisalabad (hereinafter referred to as "the Purchaser") invites /requests Proposals (hereinafter referred to as "the Tenders") for supply Furniture & Fixtures, Machinery and IT Equipment (hereinafter referred to as "the Goods") for the subject project and deployment, and testing of said Goods (hereinafter referred to as "the Services").

6.2 The goods shall be delivered, deployed and installed at designated site mentioned in clause 30.

#### **7. Eligibility/Qualification Criteria (Furniture) Eligible Bidder/Tenderer is a Bidder/Tenderer who;**

7.1 Has attached 2% Bid Security of estimated cost given in the tender by the procuring agency with the bid document. The Original Bid Security must be submitted to Principal GCTC before the closing time of the Tender.

7.2 Have certificate of registration with Federal Board of Revenue (FBR), Govt. of Pakistan both as Income Tax and Sales Tax of at least 10 years old with current active/operative status.

7.3 Has valid Professional Tax Certificate of Current Financial Year.

7.4 Has valid certificate / evidence of manufacturing furniture issued from relevant authority;

7.5 Has valid ISO certification in the field of manufacturing of Furniture for at least 03 years.

7.6 Verifiable registration with EOBI.

7.7 Verifiable Client's Satisfactory Work/Supply Report(s)/Certificate(s) amounting to at least PKR 100 million of furniture items in the last financial Year (2024-25).

7.8 Provides certificate of One-year service/ replacement warranty.

7.9 Has proof of employees verifiable through EOBI/ Social Security/Other deductions.

7.10 Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organizations anywhere in Pakistan (Submission of undertaking on legal stamp paper worth Rs.200 is mandatory), failing which will cause rejection of the bid & proceeding as per law;

7.11 In case of any fake / bogus document (s) is found at any stage, the firm shall be proceeded against for blacklisting, as rules/ law;

7.12 Has not been blacklisted or subject to any pending litigation with Government or Public Department;

7.13 Affidavit of correct information (as per form 32.1 of Bidding documents) on letterhead of the firm, duly signed and stamped. Certifying that:

a) Work orders/supply orders/purchase orders of previous relevant experience

b) Staff list along with location and address

c) Bank Statements and tax returns for the last 03 years

7.14 Conforms to the clause of "Responsiveness of Bid" given herein this tender document.

7.15 The firm must samples of all required items as per the specifications & design given in the technical specifications of the tender shall be submitted to the procuring agency before the closing time of the Technical Bid at the location/venue taken from Govt. Cooperative College, Faisalabad. The bidder without the provision of complete samples of all items will be knocked out.

7.16 The procurement committee may visit the Offices and production house/factory set-up of the selected/short-listed firm, to examine & verify their capacity at the time of technical evaluation. If the firm is found unsatisfactory, the firm may be technically disqualified.

## **8. Eligibility/Qualification Criteria (Machinery, IT Equipment, Furniture & Fixtures and Cost of Others)**

Eligible Bidder/Tenderer is a Bidder/Tenderer who;

8.1. Has attached 2% Bid Security of estimated cost given in the tender by the procuring agency with the bid document. The Original Bid Security must be submitted to Govt. Cooperative Training College, Faisalabad before the closing time of the Tender.

8.2 Have certificate of registration with Federal Board of Revenue (FBR), Govt. of Pakistan both as Income Tax and Sales Tax of at least 03 years old with current active/operative status.

8.3 Has valid Professional Tax Certificate of Current Financial Year.

8.4 Provides certificate of One-year service/replacement warranty.

8.5 Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organizations anywhere in Pakistan (Submission of undertaking on legal stamp paper worth Rs.200 is mandatory), failing which will cause rejection of the bid & proceeding as per law;

In case of any fake / bogus document (s) is found at any stage, the firm shall be proceeded against for blacklisting, as rules/law; 8.6

8.7 Has not been blacklisted or subject to any pending litigation with Government or Public Department.

8.8 Affidavit of correct information (as per form 32.1 of Bidding documents) on letterhead of the firm, duly signed and stamped. Certifying that:

d) Work orders/supply orders/purchase orders of previous relevant experience

e) Staff list along with location and address

1) Bank Statements and tax returns for the last 03 years

8.9 Conforms to the clause of "Responsiveness of Bid" given herein this tender document.

8.10 The firm must samples of all required items as per the specifications & design given in the technical specifications of the tender shall be submitted to the procuring agency before the closing time of the Technical Bid at the location/venue taken from Govt. Cooperative Training College, Faisalabad. However the Bidder shall submit all the samples where required by the procuring agency without fail.

## **9. Tender Cost**

The Tenderer/Bidder/Firm/contractor shall bear all costs/expenses associated with the preparation and submission of the Tender(s) and the Purchaser shall in no case be responsible/liable for those costs/expenses.

## **10. Joint Venture/Consortium**

Joint venture/consortium is not eligible for this tender.

## **11. Examination of the Tender Document**

The Tenderer is expected to examine the Tender Document, including all instructions and terms and conditions.

## **12. Clarification of the Tender Document**

12.1 The Tenderer may require further information or clarification of the Tender Document as per above mentioned instructions. The clarification and its replies will be shared with all prospective bidders.

12.2 Bidders should note that during the period from the receipt of the bid and until further notice from the Primary Contact given herein this document, all queries should be communicated via Contact and through EPADS only.

## **13. Amendment of the Tender Document**

13.1 The Purchaser/ client may, at any time prior to the deadline for submission of the Tender, at its own initiative or in response to a clarification requested by the Bidder(s)/firm, amend the Tender Document, on any account, for any reason. All amendment(s) shall be part of the Tender Document and binding on the Bidder(s).

13.2 The Purchaser shall notify the amendment(s) in writing to the prospective Tenderers as per Punjab Procurement Rules, 2014 (amended).

13.3 The Purchase may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender as per Rule-25(4) of Punjab Procurement Rules, 2014 (amended).

## **14. Preparation/Submission of Tender through EPADS**

14.1 The Tender and all documents relating to the Tender, exchanged between the Tenderer/bidder and the Purchaser, shall be in English. Any printed literature furnished by the Tenderer in another language shall be accompanied by an English translation which shall govern for purposes of interpretation of the Tender.

14.2 The Tender shall be in two parts i.e. the technical proposal and the financial proposal.

14.3 Technical Proposal shall comprise the following, without quoting the price:

14.3.1 Technical Proposal

14.3.2 Technical Specifications as per prescribed 32.2 Technical Bid Form.

14.3.3 Covering letter duly signed and stamped by authorized representative.

14.3.4 Undertaking and Evidence that the quoted Goods are genuine, brand new, non-refurbished, un-altered in any way, of the most recent/current model, imported through proper channel, and incorporate all recent improvements in design and materials.

14.3.5 Details of Warranty and After-Sale Service.

14.3.6 Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.

14.4 The Tender shall be uploaded on EPADS in the prescribed manner and Bid Security will be submitted to the Principal Govt. Cooperative Training College, Sargodha Road, Faisalabad (Purchaser's office), not later (11.00) hours on last date of submission of bid i.e 02/05/2026.

## **15. Tender Price**

15.1 The quoted price shall be:

15.1.1 In Pak Rupees;

15.1.2 Inclusive of all taxes, delivery charges, duties, levies, insurance, freight, etc.;

15.1.3 Best / final / fixed and valid until completion of all obligations under the Contract

i.e. not subject to variation / escalation;

15.1.4 Including all charges up to the delivery points/sites.

15.2 If not specifically mentioned in the Tender(s), it shall be presumed that the quoted price is as per the above requirements.

15.3 Where no prices are entered against any item(s), the price of that item shall be deemed be free of charge, and no separate payment shall be made for that item(s).

15.4 In case of locally produced Equipment/Service, the price shall include all customs duties and sales and other taxes already paid or payable on the components and raw materials used in the manufacture or assembly of the item. In case of Contract of imported Equipment/Services offered Ex-Warehouse/Off-the-Shelf from within the Purchaser's country, import duties and sales and other taxes already paid shall be shown separately (if required by the Purchaser).

## **16. Bid Security (Earnest Money)**

16.1 The Tenderer shall furnish the Bid Security (Earnest Money) @ 2% of the estimated cost as follows:

16.1.1 Denominated in Pak Rupees;

16.1.2 In the form of Call Deposit Receipt, in the name of the Purchaser;

16.1.3. Have a minimum validity period of Fifty 50 days from the last date for submission of the Tender or until furnishing of the Performance Guarantee, whichever is later.

16.2 The original Bid Security @ 2% will be submitted on the last date of submission of bid at Govt. Cooperative Training College, Faisalabad.

16.3 The Bid Security shall be forfeited by the Purchaser, on the occurrence of any / all of the following conditions:

16.3.1 If the Tenderer/ bidder withdraws the Tender during the period of the Tender validity specified by the Tenderer on the Tender Form; or

16.3.2 If the Tenderer/bidder does not accept the corrections of his Total Tender Price; or

16.3.3 If the Tenderer/ bidder, having been notified of the acceptance of the Tender by the Purchaser during the period of the Tender validity, fails or refuses to furnish the Performance guarantee @ 5%, in accordance with the Tender Document.

16.4 The Bid security shall be returned to the technically non-responsible Tenderer/ bidder/firm with unopened/sealed financial bids. The Bid Security shall be returned to the successful

Tenderer/ bidder/ firm upon furnishing of the Performance Guarantee @5% in the form of CDR/Pay Order.

## **17. Tender Validity**

17.1 The Tender shall have a minimum validity period of Fifty (50) days from the last date for submission of the Tender. The Purchaser may solicit the Tenderer's consent to an extension of the validity period of the Tender. The request and the response thereto shall be made in writing. If the Tenderer agrees to extension of validity period of the Tender, the validity period of the Bid Security shall also be suitably extended. The Tenderer may refuse extension of validity period of the Tender, without forfeiting the Bid security.

## **18. Modification/Withdrawal of the Tender**

18.1 The Tenderer may, by written notice served on the Purchaser, modify or withdraw the Tender after submission of the Tender, prior to the deadline for submission of the Tender.

18.2 The Tender, withdrawn after the deadline for submission of the Tender and prior to the expiration of the period of the Tender validity, shall result in forfeiture of the Bid Security.

## **19. Opening of the Tender**

19.1 E-Bids (Technical Bids) shall be opened at 11.30 am on the last date of submission of bids i.e 02/05/2026 in the presence of the Tenderer(s)/ Bidder/ Firm for which they shall ensure their presence without further invitation, as per provision of Rule-30 of PPR Rules, 2014 (amended). In case the last date of bid submission falls in/ within the official holidays / weekends, the last date for submission of the bids shall be the next working day.

19.2 The Tenderer's name, modifications, withdrawal, security, attendance of the Tenderer and such other details as the Purchaser may, at its exclusive discretion, consider appropriate, shall be announced and recorded.

19.3 No tenderer or its representative will be allowed to keep any digital device (camera, audio recorder, cell phone etc.) during tender opening meeting at given time and location.

## **20. Clarification of the Tender**

The Purchaser shall have the right, at his exclusive discretion, to require through EPADS, further information or clarification of the Tender, from any or all the Tenderer(s)/ bidder/ firm as per clause 33 of PPRA Rules Punjab. No change in the price or substance of the Tender shall be sought, offered or permitted except as required to confirm the corrections of arithmetical errors discovered in the Tender. Acceptance of any such correction is sole discretion of the purchaser.

## **21. Determination of Responsiveness of the Bid (Tender)**

The Purchaser shall determine the substantial responsiveness of the Tender to the tender document, prior to the tender evaluation, on the basis of the contents of the tender itself without recourse to extrinsic evidence. A substantially responsive tender is one which:

21.1 Meets the eligibility criteria given herein this tender document/ the goods/ the service;

21.2 Meets the technical specifications for the goods/ the services;

21.3 Meets the delivery period/ point for the goods/ the services;

21.4 In compliance with the rate and limit of liquidated damages;

21.5 Offers fixed price quotations for the goods/ the services, whereby no optional offer/ bid or price is allowed;

21.6 In compliance with the preparation/submission of Tender in a manner prescribed in this tender document clause-13;

21.7 Conforms to all terms and conditions of the Tender Document, without material deviation or reservation.

21.8 A material deviation or reservation is one which affects the scope, quality or performance of the services / goods or limits the Purchaser's rights or the Tenderer's/bidder/firm obligations under the Contract.

21.9 The Tender determined as not substantially responsive shall not subsequently be made responsive by the Tenderer by correction or withdrawal of the material deviation or reservation.

21.10 Best quality of goods in accordance with specifications of the tender.

## 22. Correction of Errors / Amendment of Tender

22.1 The Tender shall be checked for any arithmetic errors which shall be rectified, as follows:

22.1.1 If there is a discrepancy between the amount in figures and the amount in words for the Total Tender Price entered in the Tender Form, the amount which tallies with the total tender price entered in the Price Schedule, shall govern.

22.1.2 If there is a discrepancy between the unit rate and the total price entered in the Price Schedule, resulting from incorrect multiplication of the quantity, the unit rate as quoted shall govern and the total price shall be corrected, unless there is an obvious and gross misplacement of the decimal point in the unit rate, in which case the total price as quoted shall govern and the unit rate shall be corrected.

22.1.3 If there is a discrepancy in the actual sum of the lot wise total prices and the total tender price quoted in the Price Schedule, the actual sum of the lot wise total prices shall govern.

22.2 The tender price as determined after arithmetic corrections shall be termed as the Corrected Total Tender Price which shall be binding upon the Tenderer/ bidder.

22.3 Adjustment shall be based on corrected Tender Prices. The price determined after making such adjustments shall be termed as Evaluated Total Tender Price.

22.4 No credit shall be given for offering delivery period earlier than the specified period.

## 23. Technical Evaluation Criteria

23.1 The technical proposals shall be evaluated by the Purchase Committee in the light of following evaluation criteria:

Category	Description	Points
<b>Legal (Mandatory)</b>	1. 2% Bid Security of estimated cost given in the tender by the procuring agency with the bid document. The original bid security must be submitted to Principal Govt. Cooperative Training College, Faisalabad.	<b>Mandatory</b>
	2. Certificate of registration with Federal Board of Revenue (FBR), Govt. of Pakistan both as Income Tax and Sales Tax of at least 05 years old for furniture, and 3 years old for Plant & Machinery, IT Equipment, Hardware, with current active/operative status.	<b>Mandatory</b>
	3. Valid Professional Tax Certificate of Current Financial Year.	<b>Mandatory</b>
	4. Valid certificate / evidence of manufacturing furniture issued from relevant authority (For furniture only).	<b>Mandatory</b>
	5. Valid ISO certification for furniture: as per clause 7 of the tender document.	<b>Mandatory</b>
	6. Verifiable Client's Satisfactory Work/Supply Report(s)/Certificate(s) as per clause 7 and 8 of the tender document.	<b>Mandatory</b>
	7. Certificate of One-year service / replacement warranty.	<b>Mandatory</b>

	8. Verifiable registration with EOBI as per clause	Mandatory
	9. Proof of employees as per clause 7 and 8 of tender document	Mandatory
	10. Not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organizations anywhere in Pakistan or subject to any pending litigation with Government or Public Department (Submission of undertaking on legal stamp paper worth Rs.200 is mandatory), failing which will cause rejection of the bid & proceeding as per law;	Mandatory
	11. Work orders/supply orders/purchase orders of previous relevant experience.	Mandatory
	12. Staff list along with location and address.	Mandatory
	13. Bank Statements and tax returns for the last 03 years.	Mandatory
	14. Technical Specifications as per prescribed 32.2 Technical Bid Form	Mandatory
	15. Samples of items must be provided before the closing time of technical bid. (FOR FURNITURE & FIXTURE LOT ONLY)	Mandatory
	16. Stamp duty @0.25% of the total amount of Purchase Order/Supply Order will be called from. technically qualified and financially lowest bidder.	Mandatory
	17. Original Bid Security @2% along with original e-stamp paper(s) must be submitted to the the Office of Principal GCTC.	Mandatory

23.2 Technically qualified and financially lowest bidder shall submit stamp duty @0.25%.

## **24 Financial Proposal Evaluation**

24.1 The Bidder shall indicate the unit prices (where applicable) and total Bid price of the goods/services it proposes to supply under the contract on prescribed 32.3 Financial Bid Form/Price Schedule.

24.2 Financial Proposal evaluation will be conducted under the Punjab Procurement Rules, 2014 (amended). The price evaluation will include all duties, taxes and expenses etc. In case of any exemption of duties and taxes made by the Government in favor of the Purchaser, the contractor/firm shall be bound to adjust the same in the Financial Proposal.

24.3 In cases of discrepancy between the cost/price quoted in Words and in Figures, the lower of the two will be considered.

24.4 In evaluation of the price of an imported item, the price will be determined and considered inclusive of the customs and other import duties etc.

24.5 In evaluation of the price of articles/goods/services which are subject to excise duty, sales tax, income tax or any other tax or duty levied by the Government, the price will be determined and considered inclusive of such duties and taxes.

24.6 The Purchaser will not be responsible for any erroneous calculation of taxes and all differences arising out as above shall be fully borne by the Successful Bidder. However, any subsequent changes in rates or structure of applicable taxes by the Government at any time during execution/evaluation period will be dealt with mutual consent.

24.7 The tender will be awarded lot wise to financially lowest bidder.

## **25 Rejections / Acceptance of the Bid**

25.1 The Purchaser shall reject / accept the bids in the light of clause 35 of PPR, 2014 (amended)

25.2 The Tender shall be rejected if it is:

25.2.1 Substantially non-responsive in a manner prescribed in this tender document clause-21; or

- 25.2.2 Submitted in other than prescribed forms, annexes, schedules, charts, drawings, documents / by other than specified mode; or
- 25.2.3 Subjected to interlineations / cuttings / corrections / erasures / overwriting; or
- 25.2.4 The Tenderer/ bidder refuses to accept the corrected Total Tender Price; or
- 25.2.5 The Tenderer/ bidder has conflict of interest with the Purchaser; or
- 25.2.6 The Tenderer/ bidder tries to influence the Tender evaluation / Contract award; or
- 25.2.7 The Tenderer/ bidder engages in corrupt or fraudulent practices in competing for the Contract award;
- 25.2.8 The Tenderer/ bidder fails to meet all the requirements of Tender Eligibility / Qualification Criteria (Clause-7 and 8 where applicable);
- 25.2.9 The Tenderer/ bidder fails to meet the evaluation criteria requirements (clause-23);
- 25.2.10 The tenderer/ bidder has been blacklisted by any public or private sector organization;
- 25.2.11 The tenderer/ bidder has been served any legal notices or displeasure letters by any public sector organization on serious failures to provide satisfactory services;
- 25.2.12 The tenderer/ bidder has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations.
- 25.2.13 There is any discrepancy between bidding documents and bidder's proposal i.e. any non-conformity or inconsistency or informality or irregularity in the submitted bid.
- 25.2.14 The Tenderer/ bidder submit any financial conditions as part of its bid which is not in conformity with tender document.
- 25.2.15 Non-submission of verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements.
- 25.2.16 If the rates quoted by bidders are not workable or on higher side etc.

## **26 Award Criteria**

- 26.1 At first step, eligible bidder(s)/tenderer(s) as per clause 7, 8 and 23 of this tender document fulfilling the qualification and technical evaluation criteria against each lot will stand technically qualified.
- 26.2 At second step, technically qualified and successful bidder(s)/tenderer(s) will be evaluated in the light of all Pre-Conditions, necessary requisites and shall be selected on lowest cost quoted as per rules and fulfilling all codal formalities, irrespective of their score in the previous step.

## **27 Intent Letter**

- 27.1 As per provisions of Rule (55) of Punjab Procurement Rules 2014, the Purchaser shall issue the Intent Letter to the successful Tenderer/ bidder, at least after 10 days of announcement of financial bids (Ref. Rule-37 of PPRA Rules, 2014) and prior to the expiry of the original validity period or extended validity period of the Tender, which shall constitute a contract, until execution of the formal contract / purchase / supply order against each item.

## **28 Performance Guarantee**

- 28.1 The successful Tenderer/The Contractor, shall furnish Performance guarantee as under:
- 28.1.1 within ten days (10) days of the receipt of the Intent Letter from the Purchaser;
- 28.1.2 in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document;
- 28.1.3 for a sum equivalent to 5% of the contract value;

28.1.4 denominated in Pak Rupees;

28.1.5 have a minimum validity period until the date of expiry of warranty period i.e. One (01) year, support period or termination of services, or fulfillment of all obligations under the contract, whichever is later. No other shape or form of performance guarantee shall be acceptable with any validity less than the prescribed time period.

28.2 The Performance guarantee shall be payable to the Purchaser, on occurrence of any / all of the following conditions:

28.2.1 If the Contractor commits a default under the Contract;

28.2.2 If the Contractor fails to fulfill the obligations under the Contract;

28.2.3 If the Contractor violates any of the terms and conditions of the Contract.

28.3 The Contractor shall cause the validity period of the performance guarantee to be extended for such period(s) as the contract performance may be extended. The Performance guarantee shall be returned to the Tenderer/ bidders within 30 working days.

days after the expiry of its validity / completion of project obligation on written request from the Contractor.

28.4 In case the Contractor fails to furnish Performance guarantee in the shape of bank guarantee within the stipulated period given under Letter of Acceptance and subsequent formal contract, or till end of the currency of the said contract, the amount of bank guarantee, as required, shall be deducted from the amount payable to the Contractor.

## **29 Redressal of Grievances by the Procuring Agency (Clause 67 of PPR Rules, 2014) (amended)**

29.1 The Purchaser has constituted a committee comprising of odd number of persons, with proper powers and authorizations, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.

29.2 Any bidder feeling aggrieved by any act of the Purchaser after the submission of his bid may lodge a written complaint concerning his grievances as per PPRA Rules after the announcement of the technical bids.

29.3 The committee shall investigate and decide upon the complaint as per PPRA Rules after the receipt of the complaint.

29.4 Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

## **30 Delivery Site**

30.1 Items are required to be delivered / deployed / installed at Faisalabad. The freight cost shall be borne by the vendor. In case of any untoward situation, vendor shall be responsible for all the insurance, transportation, theft, breakage and all such circumstances.

Note: These deliveries should be provided to the mentioned site within prescribed period i.e.

30 days for Furniture & Fixture,

30 days for Machinery, and IT Equipments.

## **31 Force Majeure**

31.1 For purposes of this clause, "Force Majeure" means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence or not reasonably foreseeable. Such events may include, but are not restricted to, acts of God, wars, acts of terrorism, fires, floods, epidemics, quarantine restrictions.

31.2 Subject to sub clause (3), in a Force Majeure situation which directly and materially hinders the Contractor's ability to perform its obligations under the Contract, the Parties will be excused

from performance of their respective obligations under the Contract until the existence of the Force Majeure.

31.3 If a Force Majeure situation arises, the Contractor shall promptly notify the Purchaser in writing of such condition and the cause thereof with a copy to the Purchaser. Unless otherwise directed by the Purchaser in writing, the Contractor shall continue to perform its obligations under the Contract as far as is reasonably practicable, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

31.4 If a Force Majeure Event persists for more than three (03) months from the date of the notice under sub clause (3) above, the Contractor may apply to the Purchaser seeking termination or extension of the Contract as the case may be. If the Purchaser agrees, the Contract may be terminated/extended.

31.5 If a Force Majeure event persists for more than three (03) months from the date of the notice under the sub clause (3) above, Purchaser may at its own absolute discretion terminate the Contract.

31.6 In the event of termination under clause (4) or (5), the Contractor shall be entitled to receive such part of the Contract Price as pertains to the Goods which have been, as on the date of termination, implemented in accordance with the terms of the Contract. In case, at the time of termination, any action is pending on the part of the contractor regarding delivery and acceptance of the Goods or warranty and maintenance support or services as required under the contract which cannot be completed, the Purchaser shall be entitled to utilize the Performance Guarantee or demand additional sum for such goods/services to ensure continued provisioning thereof. This shall be without prejudice to any other rights and remedies which the Purchaser may have under the Contract or under the relevant laws.

## Schedule of Requirements

### LOT-I) Machinery and Fixtures

Sr. No.	Items	Quantity	Delivery Schedule
1.	Air Conditioners	22	30 days after signing of contract
2.	Floor Standing AC	04	
3.	Deep Freezer	03	
4.	Microwave Oven	03	
5.	Water Dispenser	12	
6.	Stoves	04	
7.	Cooking range	02	
8.	Gas Tandoor	01	
9.	Burners	05	
10.	Electric Water Cooler	02	
11.	Washing Machine	02	
12.	Electric Iron	04	

### LOT-II) I.T Equipment

Sr. No.	Items	Quantity	Delivery Schedule
1.	LED TV 75 ‘‘	02	Within 30 days after signing contract
2.	LED TV 32 ‘‘	12	
3.	CCTV Security System (LED	01	

### LOT-III) Furniture & Fixtures

Sr. No.	Items	Quantity	Delivery Schedule
1.	Single Beds with Mattress	40	Within 30 days after signing contract
2.	Visitor’s chairs	20	
3.	Dining Tables	10	
4.	Office Chairs	02	
5.	Office Table (for In charge and Warden)	02	

### LOT-IV) Cost of Other Stores

Sr. No.	Items	Quantity	Delivery Schedule
1.	Table Spoons	72	30 days after signing of contract
2.	Tea Spoons	72	
3.	Serving Spoons	24	
4.	Dish Spoons	12	
5.	Forks	72	
6.	Butter Knives	72	
7.	Deep Plates	60	
8.	Dinner Plates	60	
9.	Dishes	10	
10.	Serving Bowls	25	
11.	Quarter Plates	60	
12.	Glass	72	

13	Tea Cups	16
14	Jugs	12
15	Cutlery Sets	10
16	Cooking Pots (small)	02
17	Cooking Pots (Large)	02
18	Pressure Cooker	02
19	Dinner Sets	05
20	Badminton Nets	04
21	Badminton Rackets	08
22	Cricket Bats	10
23	Cricket Balls	20
24	Wicket Set (Bails)	04
25	Pillows (with covers)	80
26	Bed sheets	80
27	Wall Clocks	24
28	Office Table Bells	10
29	Notice Board	03

## Technical Specifications

### LOT-1) Machinery and Equipment

Sr. No.	Items	Description	Quantity
1.	Air Conditioners	<p><b>Type:</b> DC Inverter Split AC (Heat &amp; Cool/Reversible).</p> <p><b>Capacity:</b> 1.5 Ton (18,000 BTU),</p> <p><b>Technology:</b> 100% DC Inverter Technology.</p> <p><b>Voltage Range:</b> Low voltage operation (capable of running within a range of 150V–260V).</p> <p><b>Refrigerant:</b> Eco-friendly gas, typically R410A or equivalent.</p> <p><b>Compressor:</b> Rotary/Twin Rotary/Scroll type, with 10-year warranty, often required.</p> <p><b>Coiling/Piping:</b> 100% Copper pipe and wiring required.</p>	22
2.	Floor Standing AC	<p><b>Type:</b> Floor Standing Cabinet Air Conditioner (Heat &amp; Cool).</p> <p><b>Capacity:</b> 4 Ton / 48,000 BTU (most common), 2 Ton / 24,000 BTU (also common for smaller spaces).</p> <p><b>Technology:</b> DC Inverter (latest model) for energy efficiency.</p> <p><b>Compressor:</b> High Efficiency T3 Class Rotary/Scroll Compressor (capable of operating at high ambient temperatures).</p> <p><b>Refrigerant:</b> Eco-friendly R410A/R32.</p> <p><b>Voltage:</b> Low voltage startup capability (approx. 150V–240V, or 3-phase for higher capacities).</p> <p><b>Condenser Fin:</b> Gold Fin or Blue Fin (anti-corrosion).</p> <p><b>Airflow:</b> Long-distance throw, 4D airflow (vertical and horizontal swing).</p>	04
3.	Deep Freezer	<p><b>Capacity:</b> Ranges frequently requested include 200-300 liters (approx. 7-10 Cu. Ft.) or larger, such as 465 Liters Gross/385 Liters Net.</p> <p><b>Type:</b> Chest Freezer, often required as Convertible Single Door or Double Door.</p> <p><b>Cooling Technology:</b> Static or Direct Cool with Super Cooling/Fast Cooling capabilities.</p> <p><b>Temperature Range:</b> -20°C or lower.</p> <p><b>Power Requirement:</b> 220-240 volts, 50-60 Hz, suitable for local power supply.</p> <p><b>Climate Class:</b> T (Tropical).</p> <p><b>Energy Efficiency:</b> Must adhere to NEECA/PSQCA Minimum Energy Performance Standards (MEPS), preferably with a high star rating.</p> <p><b>Features:</b> External handle, interior LED lighting, and sometimes digital control systems.</p> <p><b>Accessories:</b> Stabilizer (e.g., 3000-watt) is often required along with the unit.</p>	03
4.	Microwave Oven	<p><b>Capacity:</b> 25 Liters (approximate).</p> <p><b>Type:</b> Digital/Electronic control with LED Display (preferred) or Mechanical with Grill.</p> <p><b>Power Input:</b> 220–240V, 50 Hz.</p> <p><b>Microwave Power Output:</b> 800W - 900W (minimum).</p> <p><b>Grill Power:</b> 1000W - 1100W (if grill is required).</p> <p><b>Features:</b> Multi-power levels (6-10 levels). Weight/Time Defrost functionality. Pre-programmed auto-cook menu. Child Safety Lock. Cooking end signal.</p> <p><b>Turntable:</b> Glass tray (approx. 270mm diameter).</p> <p><b>Cavity Interior:</b> Stainless Steel or Grey Painted.</p> <p><b>Safety:</b> Grounding/Earthing as per I.E.E. Regulations, Safety Interlocks.</p>	03

		<b>Warranty:</b> Minimum 1 Year Manufacturer Warranty.	
5.	Water Dispenser	<p><b>Type:</b> Floor-standing or Tabletop, 3-Tap (Hot, Cold, and Natural/Normal).</p> <p><b>Material:</b> Food-grade Stainless Steel tanks (SUS 304) for hot and cold chambers, ABS plastic body.</p> <p><b>Capacity:</b> Suitable for 19-liter water bottles.</p> <p><b>Features:</b> Compressor cooling, high-efficiency heating, anti-fungus gaskets, safety lock for hot water.</p> <p><b>Warranty:</b> Generally 1-year parts and 3-years compressor warranty.</p>	12
6.	Stoves	<p><b>Burners:</b> Grey Iron Casting (Grade 15), adhering to PS:1361/2017.</p> <p><b>Gas Valve &amp; Safety:</b> Brass conforming to PS:682; no leakage during operation, and easy to operate.</p> <p><b>Body &amp; Structure:</b> Stainless steel (or painted/enameled steel) of specified gauge, resisting corrosion.</p> <p><b>Performance:</b> Burner thermal efficiency not less than 50% for standard burners.</p> <p><b>Stability:</b> Trivets designed for stability, ensuring 75mm–125mm vessels remain stable.</p> <p><b>Documentation:</b> Technical brochure/manual in English and Urdu.</p> <p><b>Compliance:</b> Conformity to Pakistan Standards (PSQCA) or equivalent international standards.</p>	04
7.	Cooking range	<p><b>Structure:</b> Stainless steel body (18-22 SWG), non-magnetic, food-grade.</p> <p><b>Burners:</b> Grey Iron Casting (grade 15, PS:1361), typically 4 to 5 burners, with automatic ignition or safety flame failure device.</p> <p><b>Oven:</b> Gas/electric oven with heat control, thermostat, and temperature gauge.</p> <p><b>Performance:</b> Burner thermal efficiency &gt;50%.</p> <p><b>Dimensions/Weight:</b> Generally defined as per required space (e.g., 34"x24"x32") or approx. 40–50 kg weight.</p> <p><b>Safety/Standards:</b> Must comply with Pakistan Standard Quality Control Authority (PSQCA) specifications.</p>	02
8.	Gas Tandoor	<p><b>Body:</b> High-grade Stainless Steel (304 or 202 grade) for corrosion resistance.</p> <p><b>Insulation:</b> Double-walled construction with thick glass wool/rockwool insulation for heat retention.</p> <p><b>Interior:</b> Refractory clay or high-grade firebrick lining.</p> <p><b>Fuel:</b> Dual functionality (Natural Gas/LPG compatible).</p> <p><b>Dimensions/Capacity:</b> Typically 24–36 inch diameter; 16–20+ roti capacity (or described as "40 to 50 Kg capacity or equivalent").</p> <p><b>Safety:</b> Must include flame failure safety devices (FFD), adjustable gas valves, and proper ventilation.</p>	01
9.	Burners	<p><b>Capacity:</b> Heat release/output rate (e.g., BTU/hr or kW).</p> <p><b>Fuel Type:</b> Primary and secondary fuel (e.g., Natural Gas, LPG, Diesel, Heavy Oil).</p> <p><b>Operating Data:</b> Turndown ratio, firing orientation (e.g., vertical/horizontal), and combustion air requirements.</p> <p><b>Efficiency:</b> Minimum thermal efficiency standard.</p> <p><b>Safety &amp; Controls:</b> Automated controls, flame detection, and safety interlocks (e.g., UV scanners).</p> <p><b>Compliance:</b> Conformity with local standards or PSI (Pakistan Standards) for industrial/commercial safety.</p>	05
10.	Electric Water Cooler	<p><b>Body &amp; Tank:</b> Non-magnetic Stainless Steel (Food Grade SS 304, min 18-20 SWG) for both inner tank and outer cabinet.</p> <p><b>Cooling Capacity:</b> 40 to 45 liters per hour (or higher, e.g., 60-100L depending on requirement).</p> <p><b>Compressor:</b> New hermetic compressor (1/3 HP or higher) of reputed brand (e.g., Danfoss/Secop or equivalent).</p> <p><b>Copper Coil:</b> 100% pure copper pipes for cooling, with minimum 0.5mm thickness.</p> <p><b>Insulation:</b> High-density PU foam or equivalent thick insulation for energy saving.</p> <p><b>Taps:</b> Two to four brass, front-push type taps with chromium finish.</p> <p><b>Filtration:</b> Integrated 3-stage filtration system (Micron, CTO, GAC).</p> <p><b>Safety &amp; Power:</b> Built-in copper-wound voltage stabilizer (170-220V) and safety earth breaker.</p> <p><b>Refrigerant:</b> R134a/CFC Free.</p>	02

11.	Washing Machine	<p><b>Type:</b> Fully Automatic (Front Load or Top Load as per need).</p> <p><b>Capacity:</b> 7kg to 10kg+ (Define range).</p> <p><b>Power Input:</b> 220–240V, 50/60 Hz.</p> <p><b>Functionality:</b> Multiple wash programs (Cotton, Quick Wash, Spin), Digital Display, Energy-Efficient Motor (Inverter technology preferred).</p> <p><b>Material:</b> Stainless Steel drum/tub.</p> <p><b>Warranty:</b> Minimum 1 year comprehensive, 5-10 years motor warranty.</p>	02
12.	Electric Iron	<p><b>Type:</b> Domestic Automatic Electric Iron (Dry or Steam as per requirement).</p> <p><b>Power/Voltage:</b> 1000W – 1500W, 220–240V, 50Hz, single-phase.</p> <p><b>Soleplate:</b> Non-stick coated aluminum or stainless steel for smooth ironing.</p> <p><b>Safety Features:</b> Automatic thermal cut-off/thermostat control to prevent overheating.</p> <p><b>Body Material:</b> Heat-resistant thermoplastic or plated steel body with high insulation resistance.</p> <p><b>Weight &amp; Cord:</b> 1.0 kg to 1.5 kg (approx.), with a flexible, heat-resistant, 3-pin plug (Type G) cable.</p> <p><b>Standards:</b> Compliance with Pakistan Standards (PSQCA) or equivalent IEC standards (e.g., PS 185/2016).</p>	04

### LOT-II) I.T Equipment

Sr. No.	Items	Description	Quantity
1.	LED TV 75 ‘’	<p><b>Screen Size/Type:</b> 75 Inch (190 cm) Class, Smart LED/QLED TV.</p> <p><b>Resolution:</b> 4K UHD (3840 x 2160).</p> <p><b>OS/Smart Features:</b> Android TV or Google TV (latest stable version), built-in Wi-Fi, and Bluetooth.</p> <p><b>Performance:</b> Quad-core processor, ≥2GB RAM, ≥16GB/32GB Storage.</p> <p><b>Connectivity:</b> Minimum 3x HDMI (1x ARC), 2x USB, LAN port, and Audio Optical Out.</p> <p><b>Display &amp; Audio:</b> HDR10 or Dolby Vision support, 20W or higher stereo speakers.</p> <p><b>Brand/Quality:</b> Branded (Samsung, Sony, LG, TCL, or equivalent).</p> <p><b>Accessories:</b> Wall mount bracket, remote control (voice enabled preferred).</p> <p><b>Warranty:</b> 1 to 3 Years comprehensive on-site manufacturer's warranty.</p>	02
2.	LED TV 32 ‘’	<p><b>Screen Size:</b> 32 inches (31.5" - 32" diagonal).</p> <p><b>Resolution:</b> HD Ready (1366x768 or 1920x1080).</p> <p><b>Type:</b> LED Smart TV (Android based preferred).</p> <p><b>Input/Output Ports:</b> At least 2x HDMI, 1-2x USB (supporting multimedia playback), LAN/RJ45 port, AV input.</p> <p><b>Connectivity:</b> Built-in Wi-Fi &amp; Bluetooth.</p> <p><b>Audio:</b> Built-in speakers (min 6W+6W), support for Dolby Audio.</p> <p><b>Accessories:</b> Remote control, wall mount bracket, power cable.</p> <p><b>Warranty:</b> 01 year Comprehensive Local Warranty.</p>	12
3.	CCTV Security System (LED + NVR, 16 Cameras)	<p><b>Camera Type:</b> IP Bullet/Dome Cameras (Day &amp; Night)</p> <p><b>Resolution:</b> 5 Mega Pixel (5MP) or 4K/8MP for high-security areas</p> <p><b>Sensor &amp; Lens:</b> 1/2.8" or better, fixed or varifocal lens</p> <p><b>Compression:</b> H.265 or H.265+ (Latest protocols preferred)</p> <p><b>IR Range:</b> 30 Meters or more (Smart IR)</p> <p><b>Frame Rate:</b> 25/30 fps</p> <p><b>Wide Dynamic Range (WDR):</b> 120 dB (True WDR)</p> <p><b>Protection:</b> IP66/IP67 Weatherproof and vandal-proof</p> <p><b>Power:</b> PoE (Power over Ethernet) support.</p> <p><b>2. Network Video Recorder (NVR)</b></p> <p><b>Channels:</b> 16, 32, or 64 Channels based on requirement</p>	01

		<p><b>Resolution:</b> 4K HDMI Output</p> <p><b>Bandwidth:</b> Up to 320 Mb/s Incoming Bandwidth or higher</p> <p><b>Storage:</b> SATA Hard Disk Drive, supporting up to 64TB+ (Configured for RAID5)</p> <p><b>Protocol:</b> ONVIF Version 2.3 or later conformance</p> <p><b>Backup:</b> USB Port (External HDD/Flash) and Network</p> <p><b>3. Allied Accessories</b></p> <p><b>Cable:</b> Cat6/Cat6A Pure Copper Cable</p> <p><b>Monitor:</b> 45" or 55" LED/LCD for monitoring station</p> <p><b>Storage Facility:</b> Surveillance-grade Hard Drives (e.g., Western Digital Purple or equivalent)</p>	
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### LOT-III) Furniture & Fixtures

Sr. No.	Items	Description	Quantity
1.	Single Beds with Mattress	<p><b>1. Single Bed Frame Specifications</b></p> <p><b>Size (Single):</b> Standard 78 inches (length) × 42 inches (width) or 72" × 36" (hostel standard).</p> <p><b>Material:</b></p> <p><b>Solid Wood:</b> Seasoned hardwood (Sheesham, Teak, or solid wood frame).</p> <p><b>Alternative:</b> Metal/Steel (for specific applications like hostels).</p> <p><b>Structure:</b></p> <p><b>Headboard/Footboard:</b> Solid wood or high-quality termite-resistant ply with lacquer polish finish.</p> <p><b>Base:</b> Strong wooden slats or particleboard/plywood base to support the mattress.</p> <p><b>Treatment:</b> Properly seasoned, termite-resistant coating applied.</p> <p><b>Finish:</b> High-quality lacquer polished or enamel paint (Color as approved by the purchaser).</p> <p><b>2. Mattress Specifications (Single)</b></p> <p><b>Size:</b> 78 inches × 42 inches or 78 inches × 36 inches (to match the bed).</p> <p><b>Thickness:</b> 4 to 6 inches, with 6 inches being standard for durability.</p> <p><b>Type:</b> High-density foam (32–40 kg/m<sup>3</sup>) or orthopedic foam.</p> <p><b>Fabric/Cover:</b> Breathable cotton, high-quality knitted or quilted fabric. Must be anti-fungal/anti-allergic.</p> <p><b>Construction:</b> Uniform thickness with reinforced edges to prevent sagging.</p>	40
2.	Visitor's chairs	<p><b>Structure/Frame:</b></p> <p><b>Material:</b> Solid wood (polished/varnished) or high-grade Mild Steel (M.S.) pipe with powder coating.</p> <p><b>Construction:</b> Must have a strong, sturdy, and well-balanced structure (durable frame).</p> <p><b>Design:</b> Often required in a "medium-back" design or with armrests for comfort.</p> <p><b>Upholstery &amp; Padding:</b></p> <p><b>Seat/Back:</b> High-quality foam (e.g., Molty Foam or equivalent) for both seat and back.</p> <p><b>Covering:</b> High-quality leatherite, Rexine, or premium fabric, with proper stitching.</p> <p><b>Color:</b> Typically Black or Brown, as per approved sample.</p>	20
3.	Dining Tables	<p><b>Dimensions:</b> Approximately L: 96 inches x W: 42 inches x H: 30 inches (standard large dining size).</p> <p><b>Table Top:</b> MDF (Medium Density Fiberboard) of 1-inch to 1.5-inch thickness, finished with high-pressure melamine lamination.</p> <p><b>Structure/Frame:</b> Seasoned Sheesham Wood (or approved solid hardwood) with a minimum thickness of 3" x 2" for sturdy legs and framework.</p> <p><b>Edges:</b> All edges covered with lamination edging tape (gola) or matching veneer for a smooth finish.</p> <p><b>Finish:</b> N.C. lacquer polished or as specified in the tender.</p> <p><b>Seating:</b> 8 matching dining chairs with upholstered seats (high-quality fabric/leatherette) and Sheesham wood structure (approx. 2"x1" thickness)</p>	10
4.	Office Chairs	<p><b>Dimensions:</b> Typically 4.5'x2.5'x3' or 1600x800x760 mm (H).</p> <p><b>Structure:</b> 3/4" lamination board with solid wood lipping, wood</p>	02

		edge treatment. <b>Features:</b> 3 lockable drawers (on right side), tea tray, footrest. <b>Finish:</b> N.C. lacquer polish.	
5.	Office Table (for In charge and Warden)	<b>Structure:</b> High-back design, often with integrated headrest. <b>Material:</b> Imported high-quality Rexine or genuine leather. <b>Mechanism:</b> Heavy-duty hydraulic jack, 360-degree swivel, and tilt mechanism with position lock. <b>Base/Wheels:</b> Polyurethane (PU) high-quality wheels, 5-star steel chrome, or heavy-duty nylon base. <b>Support:</b> Adjustable lumbar support and padded armrests. <b>Dimensions:</b> Approximately 48" total height, 28" back height from seat, 18" seat width.	02

#### LOT-IV) Cost of Other Stores

Sr. No.	Items	Description	Quantity
1.	Table Spoons	<b>Material:</b> High-quality Stainless Steel (S.S.), generally specified as 18/10 or 18/8 grade to ensure durability and resistance to rust, especially for catering or cafeteria use. <b>Quality:</b> Good quality, polished finish, heavy or medium-weight (not lightweight/flimsy), durable for repetitive washing. <b>Design:</b> Plain, classic, or as per approved sample/design in the bidding document. <b>Size:</b> Standard dining size.	72
2.	Tea Spoons	<b>Material:</b> High-quality Stainless Steel (S.S.), generally specified as 18/10 or 18/8 grade to ensure durability and resistance to rust, especially for catering or cafeteria use. <b>Quality:</b> Good quality, polished finish, heavy or medium-weight (not lightweight/flimsy), durable for repetitive washing. <b>Design:</b> Plain, classic, or as per approved sample/design in the bidding document. <b>Size:</b> Standard size.	72
3.	Serving Spoons	<b>Material:</b> High-quality Melamine. <b>Type:</b> Specifically, "Rice Spoon" and "Curry Spoon" (with deep bowls), <b>Quality:</b> Good quality, and durable. <b>Finish:</b> Smooth, polished finish without sharp edges.	24
4	Dish Spoons	<b>Material:</b> High-quality Melamine. <b>Type:</b> Specifically, "Rice Spoon" and "Curry Spoon" (with deep bowls), <b>Quality:</b> Good quality, and durable. <b>Finish:</b> Smooth, polished finish without sharp edges.	12
5	Forks	<b>Material:</b> High-quality Stainless Steel (S.S.), generally specified as 18/10 or 18/8 grade to ensure durability and resistance to rust, especially for catering or cafeteria use. <b>Quality:</b> Good quality, polished finish, heavy or medium-weight (not lightweight/flimsy), durable for repetitive washing. <b>Design:</b> Plain, classic, or as per approved sample/design in the bidding document. <b>Size:</b> Standard size.	72
6	Butter Knives	<b>Material:</b> High-quality Stainless Steel (S.S.), generally specified as 18/10 or 18/8 grade to ensure durability and resistance to rust, especially for catering or cafeteria use. <b>Quality:</b> Good quality, polished finish, heavy or medium-weight (not lightweight/flimsy), durable for repetitive washing. <b>Design:</b> Plain, classic, or as per approved sample/design in the bidding document. <b>Size:</b> Standard size.	72

7	Deep Plates	<p><b>Material:</b> High-quality melamine.</p> <p><b>Dimensions:</b> Medium-sized (Standard size)</p> <p><b>Design/Type:</b> Deep design, suitable for holding, with a polished, standard pattern.</p> <p><b>Quality:</b> Scratch-resistant, durable, and suitable for commercial use.</p>	60
8	Dinner Plates	<p><b>Material:</b> High-quality Melamine.</p> <p><b>Color:</b> White</p> <p><b>Size:</b> Standard size (usually 10-11 inches), although specific tender documents may define exact dimensions</p> <p><b>Quality Standard:</b> Durable, heat-resistant, break-resistant, and suitable for cafeteria/institutional use</p> <p><b>Shape:</b> Usually round, with or without a slight rim.</p>	60
9	Serving Dishes	<p><b>Material:</b> high-grade Melamine or unbreakable good quality Plastic materials.</p> <p><b>Size:</b> "Large" serving dishes for bulk service, such as for rice dishes.</p>	10
10	Serving Bowls	<p><b>Material:</b> high-grade Melamine or unbreakable good quality Plastic materials.</p> <p><b>Size:</b> "Large" serving dishes for bulk service. Standard Size.</p>	25
11	Quarter Plates	<p><b>Size:</b> Standard quarter plate size, typically 6 to 7 inches in diameter.</p> <p><b>Material:</b> High-quality Porcelain, Fine Bone China, or Melamine (depending on the tender's requirement for durability).</p> <p><b>Color:</b> Often specified as Plain White or with standard, professional, non-brand-specific designs.</p> <p><b>Quality:</b> Chip-resistant, durable, and suitable for high-frequency buffet-style or cafeteria use.</p>	60
12	Glass	<p><b>Material:</b> High-quality food-grade glass, clear and durable.</p> <p><b>Design:</b> Standard size, dishwasher safe, and break-resistant.</p> <p><b>Appearance:</b> Transparent, smooth surface without cracks, dents, or defects.</p> <p><b>Capacity:</b> Standard office size (typically 250ml - 350ml).</p>	72
13	Tea Cups	<p><b>Capacity:</b> Typically standard 70ml to 150ml (depending on whether it is "half" or "full" tea).</p> <p><b>Components:</b> Often required as a set (comprising 6 cups, 6 saucers, 6 small plates, 1 sugar pot, 1 milk pot, 1 tea pot).</p> <p><b>Material:</b> High-quality bone china or fine-grade ceramic/porcelain, generally white.</p> <p><b>Quality:</b> Heat resistant, microwave safe (sometimes), no cracks, and smooth finishing</p>	12 (sets)
14	Jugs	<p><b>Material:</b> High-quality food-grade Stainless Steel (typically SS 304 or similar, "good quality" transparent glass.</p> <p><b>Capacity:</b> Commonly 1.5 to 2 Liters for table service.</p> <p><b>Design:</b> Durable handle and spout, generally rust-proof.</p>	12
15	Cutlery Sets	<p><b>Table Forks:</b> Medium to large size, stainless steel.</p> <p><b>Table Knives:</b> 8-9 inch length, stainless steel with smooth edges, ergonomic grip.</p> <p><b>Table Spoons (Dinner Spoons):</b> Medium to large size, stainless steel.</p> <p><b>Tea Spoons:</b> Small size, stainless steel.</p> <p><b>Rice Spoons:</b> Specialized large spoon.</p>	10
16	Cooking Pots (small)	<p><b>Ranging between</b> 5 kg to 10 kg capacity, stainless steel, with handles attached with leakage-proof rivets or welded.</p>	02
17	Cooking Pots (Large)	<p>Ranging in capacity ( 20 kg, to 30 kg fabricated from heavy-gauge aluminum or stainless steel.</p>	02
18	Pressure Cooker	<p><b>Material:</b> High-quality food-grade stainless steel or aluminium alloy (designated 19000, 19500, or 31000).</p> <p><b>Capacity:</b> Ranges from 1 litre to 24 litres, with common household capacities often specified as 5L, 7L, or 10L, depending on the need.</p> <p><b>Base:</b> Induction-friendly bottom or regular base, with composite bottoms complying with IS 15960 if required.</p> <p><b>Handles/Knobs:</b> Heat-resistant and durable material (IS 13395), designed for secure grip.</p>	02
19	Dinner Sets	<p><b>Material:</b> High-quality Bone China, Porcelain, or Premium Melamine (single/double glaze).</p> <p><b>Composition (Approximate):</b></p> <p><b>Rice Plates:</b> 8-10 pieces (approx. 10-12 inches)</p>	05

		<p><b>Quarter/Bread Plates:</b> 8-10 pieces (approx. 7-8 inches)</p> <p><b>Soup Plates/Deep Plates:</b> 8-10 pieces</p> <p><b>Sweet/Soup Bowls:</b> 8-12 pieces</p> <p><b>Serving Bowls with Lids:</b> 2-4 pieces</p> <p><b>Rice Serving Platter/Dish:</b> 1-2 pieces</p> <p><b>Serving Spoons:</b> 2-4 pieces</p> <p><b>Table/Dinner Spoons:</b> 8-12 pieces</p> <p><b>Soup Spoons:</b> 8-12 pieces</p> <p><b>Sauce Bowls:</b> 4-8 pieces</p> <p><b>Quality Standards:</b> Heat resistant, scratch-resistant, dishwasher safe, and microwave safe (if porcelain/bone china).</p> <p><b>Design/Color:</b> Usually plain white with a gold/silver border or a standard approved design.</p>	
20	Badminton Nets	<p><b>Net Width (Length):</b> 6.1 meters (20 feet), extending over the doubles sidelines.</p> <p><b>Net Depth (Height):</b> 760 mm (2.5 feet or 30 inches).</p> <p><b>Net Height at Edges:</b> 1.55 meters (5 feet 1 inch) above the surface.</p> <p><b>Net Height at Center:</b> 1.524 meters (5 feet) above the surface.</p> <p><b>Mesh Size:</b> 15-20 mm (commonly 3/4" or 19mm)</p> <p><b>Material:</b> Durable dark-colored material such as polyethylene, nylon, or high-quality vinyl.</p>	04
21	Badminton Rackets	<p><b>Type/Grade:</b> Tournament Grade, Professional, or High-Quality (First Quality).</p> <p><b>Brands Typically Required:</b> Yonex (e.g., Astrox, Nanoflare), Li-Ning (e.g., Windstorm/Wind Lite), Carlton, or Equivalent/Higher Quality.</p> <p><b>Construction:</b> Carbon fiber, Graphite, or high-modulus Aluminum Graphite composite.</p> <p><b>Weight:</b> Usually 2U, 3U, or 4U (ranging from 70 grams to 95 grams).</p> <p><b>Grip Size:</b> Typically G4 or G5 (medium to small).</p>	08
22	Cricket Bats	lightweight (700–1000 grams), and suitable for soft tape-ball play, generally aligned with local standards.	10
23	Cricket Balls	Tennis Cricket Ball (suitable for tape ball cricket). Standard Size.	20
24	Wicket Set (Bails)	High-quality wood (or specially hardened materials like lignum vitae for windy conditions). Standard Size.	04
25	Pillows (with covers)	<p><b>Size:</b> Generally, standard sizes are used, such as <b>46 x 69 cm</b> or similar, as per sample. Some documents indicate specific lengths of 66x108 (when supplied with bed sheets).</p> <p><b>Material:</b> 100% Cotton, high-quality, often required to be Mercerized, Sanforized, and Calendered (to ensure durability and smoothness).</p> <p><b>Color:</b> White, Light Blue, Sky Blue, or Beige, depending on the department's requirements.</p> <p><b>Type:</b> Corded finish, usually white, and often with a 5-inch flap for covering the pillow.</p> <p><b>Weave/Weight:</b> Plain weave with a high GSM (e.g., 125 GSM).</p>	80
26	Bed sheets	<p><b>Size:</b> Common dimensions include 66 x 108 inches or 90 x 50 inches (with tolerances, e.g., <math>\pm 2</math>").</p> <p><b>Material:</b> 100% Cotton, Premium Quality, or Cotton/Polycotton blend, depending on the tender.</p> <p><b>Weight:</b> Often specified by weight, such as 1 kg per set (bedsheet + pillow cover), to ensure quality.</p> <p><b>Fabric Properties:</b> High tensile strength, colorfastness (for colored sheets), and low shrinkage (under 3-5%).</p> <p><b>Color:</b> Usually White, Sky Blue, Navy Blue, or Beige, often with specialized branding.</p> <p><b>Edges:</b> Typically stitched and hemmed for durability.</p>	80
27	Wall Clocks	<p><b>Type:</b> Quartz Analog Wall Clock.</p> <p><b>Quality:</b> Superior/High Quality.</p> <p><b>Size:</b> Medium (Standard Office Size) or Large, depending on the specific tender.</p> <p><b>Body/Frame:</b> Plastic or metal frame (often specified as durable/high-quality plastic).</p> <p><b>Face:</b> White or light-colored background with clear Arabic numerals.</p> <p><b>Glass:</b> Clear front cover.</p>	24

		<b>Power Source:</b> AA or AAA battery-operated. <b>Mechanism:</b> Quartz movement (accurate timekeeping).	
28	Electric Call Bell/Push Bell	Best Quality with Replaceable Battery Power.	10
29	Notice Board	<b>Dimensions:</b> Approximately 3ft x 4ft or 4ft x 4ft (Medium Size). <b>Surface:</b> High-quality green/white writing surface (magnetic or non-magnetic depending on requirements), scratch-resistant. <b>Frame:</b> Aluminium frame with strong corners and wall-mounting hooks. <b>Backing:</b> High-density fiberboard (HDF) or wood for rigidity. <b>Accessories:</b> Including a hook/stand for wall installation.	04

# BIDDER PROFILE FORM

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[To be signed & stamped by the Bidder and reproduced on the letterhead. To be attached with Technical Bid]

<b>Particulars</b>	
1.	(Name of the company or dealership or General Order Supplier)
2.	(Registered Office)
<b>Address:</b>	
<b>Contact:</b>	Office Telephone Number:
3.	Contact Person:
<b>Name:</b>	
<b>Personal Telephone Number:</b>	
<b>Email Address:</b>	
4.	Local office if any:
<b>Address:</b>	
<b>Office Telephone Number:</b>	
5.	Registration Details:

### DETAIL OF WORK ORDER / SUPPLY ORDER IN RELEVANT FIELD

Sr. No.	Name of Department	Work Order / Supply Order Amount	Financial Year (2024-25)

BANK STATEMENTS AND TAX RETURNS OF LAST 3 YEARS

STAFF LIST ALONG WITH LOCATION AND ADDRESS

Stamp & Signature of Bidder: \_\_\_\_\_





# Letter of Acceptance

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[Letter head paper of the Procuring Agency]

[date]

To: [name and address of the Supplier]

This is to notify you that your Bid dated [date] for execution of the [name of the Contract and identification number, as given in the Special Conditions of Contract] for the Contract Price of the equivalent of [amount in numbers and words] [name of currency], as corrected and modified in accordance with the Instructions to Bidders is hereby accepted by us.

We hereby confirm [insert the name of the Appointing Authority], to be the Appointing Authority, to appoint the Arbitrator in case of any arisen disputes in accordance with ITB 45.1.

You are hereby informed that after you have read and return the attached draft Contract the parties to the contract shall sign the vetted contract within fourteen (14) working days.

You are hereby required to furnish the Performance Guarantee/Security in the form and the amount stipulated in the Special Conditions of the Contract within a period of fourteen (14) days after the receipt of Letter of Acceptance.

Authorized Signature: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Agency: \_\_\_\_\_

Attachment: Contract Copy: Appointing Authority and Supplier

# FORM OF PERFORMANCE SECURITY

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## (Bank Guarantee)

Guarantee No. \_\_\_\_\_

Date of Issue \_\_\_\_\_

Date of Expiry \_\_\_\_\_

Amount Secured \_\_\_\_\_

To:

The Principal,

Govt. Cooperative Training College,

Faisalabad.

WHEREAS [name of Bidder/Contractor] (hereinafter called "the Bidder/Contractor") has undertaken, in pursuance of Contract No. [Reference number of the contract] dated \_\_\_\_\_ to supply [description of requirement] (hereinafter called "the Contract").

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

AND WHEREAS we have agreed to give the Bidder/Contractors guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder/Contractor, 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/Contractor 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 shall remain valid up to or until expiry of warranties or all obligations have been fulfilled in accordance with the Contract, whichever is later.

Signature and seal of the Guarantors

\_\_\_\_\_

[Name of Bank or financial institution]

\_\_\_\_\_

[Address]

\_\_\_\_\_

[Date]

# Form of Contract

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THIS AGREEMENT is made on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
between [name and address of Procuring Agency] of Pakistan (hereinafter called “the Procuring Agency”)  
of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”)  
of the other part:

WHEREAS the Procuring Agency invited Bids for certain goods and related services, viz., [brief  
description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods  
and related services 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:
  - (a) This form of Contract;
  - (b) the Form of Bid and the Price Schedule submitted by the Bidder;
  - (c) the Schedule of Requirements;
  - (d) the Technical Specifications;
  - (e) the Procuring Agency’s Letter of Acceptance; and
  - (f) [add here: any other documents]
3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter  
mentioned, the Supplier hereby covenants with the Procuring Agency to provide the goods and 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 Supplier in consideration of the provision of the  
goods and related services 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.

For and on behalf of [Name of Procuring Agency]

[Authorized Representative of the Procuring Agency – name, title and signature]

For and on behalf of [Name of Consultant or Name of a Joint Venture]

\_\_\_\_\_

[Authorized Representative of the Consultant – name and signature]