

PERMISSION TO PARTICIPATE IN TENDER

1. Registered and indexed firms may participate without any formal approval. Offer must be accompanied with a challan form of Rs. 200/- (obtainable from State Bank of Pakistan/ government treasury) and debit able to major head C02501-20, main head 12, sub head 'A' miscellaneous (code head 1/845/30).
2. Un-registered/ un-indexed firms should seek prior approval from concerned ADP for participation on Earnest Money. Offer must be accompanied with challan forms of Rs 200/- and Rs. 2,000/- (obtainable from State Bank of Pakistan/ government treasury) and debit able to major head C02501-20, main head 12, sub head 'A' miscellaneous (code head 1/845/30). **Prior approval of 5% Earnest Money at least 7 days before tender opening is mandatory. Request for approvals having less than 7 days before tender openings will not be entertained.**
3. Registered firms but **expired** (renewal awaited) consider themselves as un-registered and should fulfill all the requisites of 5% deposit of earnest money, Rs. 2,000/- Treasury Challan and possession of documents (mentioned below) for security clearance from MoDP (FS team) as un-registered firm.
4. All the firms which are **not registered** with DGDP, if **want to participate**, they must possess the required documents as ready reference according to category of Agent/ Stockist/ Manufacturer to get the security clearance from MoDP (FS team). (NTN, INCOME TAX RETURN, SALES TAX RETURN AND CERTIFICATE, PROFESSIONAL TAX CERTIFICATE, CHAMBER OF COMMERCE INDUSTRY, UTILITY BILLS, PROPERTY DOCUMENTS, FIRM / PERSONAL VEHICLE, CEO VISITING CARD/ CNIC COPY/ CEO SPECIMEN SIGNATURE, BANK STATEMENT LAST THREE MONTHS, 2X2 WITNESSES CNICs AND MOBILE NOs, POLICE VERIFICATION, AGENCY AGREEMENT, OEM CERTIFICATE, ISO CERTIFICATE, STOCK LIST WITH VALUE, COMPANY PROFILE, EMPLOYEES LIST WITH CNIC NO, PARTNERSHIP DEED, INCORPORATION CERTIFICATE, MEMORANDUM OF ARTICLE, FORM '29' AND FORM 'A')
5. Barred firms are not allowed to participate.
6. **Furthermore, firms will be liable to be rejected on the basis of un-satisfactory past performance and outstanding contracts.**
7. Firm's representative visit DP (Air) to attend the tender opening (technical / commercial offers) must have authority letter on firm's letter head duly signed by CEO / company's owner.

**INVITATION TO TENDER
GENERAL INSTRUCTIONS TO TENDER
FOREIGN CURRENCY (INCOTERM FOR) / PAK RS**

Subject to Approval of 5% Earnest Money by
Competent Authority and Deposit of Rs 2,000/-
Treasury Challan by Unregistered Firms

No: 471450/P-47
Directorate of
Procurement (Air)
Air Headquarters, PAF
Nur Khan
Chaklala, Rawalpindi
Fax: 051-9271499
Date: _____

M/s _____

Invitation to Tender and General Instructions

Dear Sir,

1. I invite you to tender for the supply of stores/development/repair/ overhaul /training/documents as per details indicated in the attached Schedule to Tender (Form DP-2).
2. **Conditions Governing Contracts:** This IT mean the agreement entered into between the parties i.e. the "Purchaser" and the "Seller" on Directorate General Defence Purchase (DGDP) contract form "DP-19" in accordance with the law of contract Act, 1872 and those contained in Defence Purchase Procedure **DPP&I-35 (Edition 2024)** and other special conditions that may be added to given contract for the supply of Defence Stores specified herein.
3. **Delivery of Tender:** The offer is to be submitted in duplicate as under: -
 - (a). **Technical Offer:** Should contain all relevant specifications in duplicate in an envelope and clearly marked "Technical Offer" without prices, tender number and date of opening. Both the "envelopes" of technical and commercial offers should be enclosed in one cover, properly sealed and bear the address of this office with tender number and firm's name clearly written. Technical offer will be opened half an hour after the date and time for receipt of tender mentioned in DP-2.
 - (b). **Commercial Offer:**
 - (i) The offer will be in single and indicate prices quoted in figures as well as in words (with/without GST) along with essential literature/brochure. It should be clearly marked in fact on the; envelope "Commercial Offer", tender number and date of opening. Commercial offer of only those firms will be opened, whose technical offers are accepted by technical authorities. Date of opening of commercial offer would be intimated after receipt of technical scrutiny report from technical authorities. Commercial offer of technically rejected firms will be returned to the firms un-opened.
 - (ii) If the equipment / system is quoted, the price of all major and optional components to be quoted separately. Conversion rate of FE/LC components will be considered w.e.f opening of commercial offer.

(c). The tender duly sealed will be addressed to the following: -

(Name of Officer receiving the tender)
Appointment/designation of above officer i.e
ADP-47, Directorate of Procurement (Air),
Air Headquarters, PAF Nur Khan, (Chaklala), Rawalpindi, Pakistan,
Tel No +92-51-9281367, DDP (Air)-II +92-51-9281372
Fax No. +92-51-9271499

Special Instructions: Tender documents and its conditions may please be read point by point and understood properly before quoting. All tender conditions should be responded clearly. In case of any deviation due to non-acceptance of tender conditions(s), the same should be highlighted along with your changed offer/conditions outlined by Purchaser in this IT.

4. Date and Time for Receipt of Tender: Your tender must reach this office by the date and time specified in the Schedule to Tender (Form DP-2) attached. This Directorate will not accept any excuse of delay occurring post. Tenders received after the appointed/fixed time will NOT be entertained. The appointed time will, however, fall on next working day in case of closed/forced holiday.

5. Validity of Offer:

(a). The validity period of quotations must be indicated and should invariably be 120 days from the date of opening of commercial offer or 30th June whichever is later.

(b). The quoting firm will certify that in case of an additional requirement of the contracted item(s) in any qty(s) within a period of 12 months from the date of signing the contract, these will also be supplied (at the ongoing contract rates) with discount.

6. Part Bid: You may quote for the whole or any portion, or to state in the tender that the rate quoted, shall apply only if the entire quantity is taken from you. The Director Procurement reserves the right of accepting the whole or any part of the tender or portion of the quantity offered, and you shall supply these at the rate quoted.

7. Return of IT / With-drawl of Offer:

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

(b). If the firm withdraws its offer within validity period the competent authority may place such firm under embargo for a period, which may be extended up to one year.

8. Photocopies of document: Following information / copy of document must be provided / attached with offer: -

(a). A copy of letter showing firm's financial capability.

- (b). Registration/renewal letter/indexation/additional indexation letter as applicable.
- (c). Income tax No to be mentioned on the offer and copy of registration certificate issued by sales tax department.
- (d). Foreign seller has to provide its registration Number issued by respective Department of Commerce authorizing export of subject stores.
- (e). Principal/Agency Agreement.

9. Disqualification: Offers are liable to be rejected if:-

- (a). Taxes and duties, freight/transportation and insurance charges NOT indicated separately.
- (b). There is any deviation from the General/Special/Technical Instructions.
- (c). Offers are found conditional or incomplete in any respect.
- (d). Treasury Challan is NOT attached with the offer.
- (e). Form DP-3 duly signed is NOT received with the offers.
- (f). Multiple rates are quoted against one item.
- (g). Manufacture's relevant original brochures and technical details on major equipment assemblies are not attached in support of specification.
- (h). Received later than appointed/fixed date and time.
- (i). Subject to restriction of export license.
- (j). Offers (commercial/technical) containing non-initiated/unauthenticated amendments/ corrections/ overwriting.
- (k). If the validity of the agency agreement is expired.
- (l). The commercial offer against Foreign Currency tender quoted in local currency and vice versa.
- (m). Principals invoice in duplicate clearly indicating whether prices, quoted are inclusive or exclusive of the agent commission is not enclosed.
- (n). Earnest money not provided where applicable.
- (o). If validity of offer is not quoted as required on IT or made subject to confirmation later.
- (p). Offer made through Fax/E-mail/Cable/Telex.
- (q). If your offer is found to be based on cartel action in connivance with other sources/participants of the tender.
- (r). Un-called offer/quotations will be rejected.
- (s). **Furthermore, firms will be liable to be rejected on the basis of un-satisfactory past performance and outstanding contracts.**

10. EST Money/Tender Bond: Your tender must be accompanied by a Bank Draft in favor of CMA (DP), Rawalpindi for the following amount: -

- (a). **Pre-qualified/Registered/Index:** 2% of the quoted value subject to maximum ceiling of **Rs. 0.500 Million.**
- (b). **Pre-qualified/Registered but Not Index:** 3% of the quoted value subject to maximum ceiling of **Rs. 0.750 Million.**

- (c). **Non-Pre-qualified/Un-Registered/Un-Index:** 5% of the quoted value subject to maximum ceiling of **Rs. 1.000 Million**

Note: In case of firm wins a contract on EM, it will deposit following documents for provisional Registration before the award of contracts: -

S No	Local Supplier	Foreign Supplier
(i)	Three filled copies of SVA-8121 of each member of management.	Three filled copies of SVA-8121-D of each member of management.
(ii)	Three filled copies of SVA-8121-A	Three filled copies of SVA-8121.
(iii)	Three photocopies of NIC for each member of management.	Three photocopies of Resident Card or equivalent identification Card for each member of management.
(iv)	Three PP size photographs for each member of management.	Three PP size Photographs for each member of management.
(v)	Challan Form (*)	Challan Form (*)
(vi)	Bank Statement for last one year.	Financial standing/audit balance sheet.
(vii)	Photocopy of NTN	Photocopy of passport
(viii)	Foreign Principal Agency Agreement in case of local agent.	Agency Agreement in case of Trading House / Company/ Exporter /Stockiest etc.
(ix)	Authorization letter from the MD/CE in case contract is being signed by another person on his behalf	Authorization letter from the MD/CE in case contract is being signed by another person on his behalf

(d). Return of Earnest Money

- (i). Earnest money to the unsuccessful bidders will be returned on finalization of the contract.
- (ii). Earnest money of the firm/firms with whom contract is concluded will be returned on submission of Bank Guaranty if stipulated in the contract.

11. Treasury Challan

(a). Offers must be accompanied with a Challan form of Rs.200/- (obtainable from State Bank of Pakistan/Government Treasury) and debit able to Major Head C02501-20, Main Head-12, Sub Head 'A' Miscellaneous (Code Head 1/845/30). Each offer will be covered by one Challan.

(b). In case of un-registered firms, whether they have applied for registration or not, will pay tender inquiry fee (Challan Form) at following rates: -

- (i) Contract for value upto Rs. 250,000/-Rs.1000/-
- (ii) Contract for value from Rs. 250,000/- to Rs. 5,000,000/-Rs.1500/-
- (iii) Contract for value above Rs. 5,000,000/-Rs.2000/-

Note: Registered / indexed firms with DGDP (Registration Section) are to participate as per the prevailing procedure. However, firms, un-registered / un-indexed with DGDP (Registration Section) are to acquire prior approval from DP (Air) to participate in the tender competition through formal application accepting by challan form for Rs 2,000.00 in favour of CMA (DP).

12. Rights Reserved: Competent Authority reserves the right to accept / reject any bid / offer in accordance with PPRA Rule 33 (1).

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

14. FORM DP2, DP-3 and Questionnaires: Form DP-2, DP-3 and Questionnaires duly filled in are to be returned with the offer duly signed by the authorized signatory/person.

15. Copy of DP-35 Revised 2024: Copies of **DPP&I-35 (Edition 2024)** are available with Registration Section DGDP and same be obtained by the supplier on payment.

16. Acknowledgement: IT would be acknowledged within 07 days by indexed firm. If IT not received by an indexed firm within 10 days IT published in the Bulletin, the indexed firm must ask for it from DP (Air)/P-47 in writing with intimation to Registration Section (DGDP).

17. Grievances Redressal Committee (GRC):

(a). After submission of bid and prior to award of the contract, any bidder feeling aggrieved by any act of Directorate of Procurement (Air) may lodge a written complaint to GRC constituted at DP (Air) under Rule 48 of Public Procurement Rules (PPR)-2004 read with Para 15 of Chapter-III to Part-I of DPP&I-35 (Edition 2024) within 15 days of the announcement of bid evaluation report under Rule 35 of (PPR)-2004.

(b). DP (Air) has to initiate the investigative action within 05 days of receipt of the complaint. The decision of GRC shall be intimated to the complainant / aggrieved bidder within 07 days of filing of written complaint.

(c). The decision of the GRC shall be binding upon all the parties.

(d). Mere act of lodging a complaint shall not warrant suspension of procurement process. Firms will have to highlight specifically the grievance(s) and must avoid unnecessary blame game. Any misuse / malpractice by a firm through invoking the jurisdiction of GRC shall be liable to disciplinary action against that firm.

18. Tender Opening: Technical offer shall be opened at least thirty minutes after the deadline for submission of bids on same day. Commercial offers will be opened at later stage if technical offer is found acceptable on examination by technical authorities of Service HQ. Date and time for opening of Commercial offer shall be intimated later. Only legitimate / registered representatives of firm will be allowed to attend the tender opening.

19. Reservations/Preference: Supplier/contractors intending to avail any reservations for preferences like Price Preference, First Right of refusal, Intellectual Property Rights or

any other in accordance with the policy of the Federal Govt, authority or SRO are to intimate DP (Air) at least 07 days in advance of tender submission date along with supporting documents and are to clearly mention such reservation/preference in Tender Technical & Commercial proposals.

20. Non-Disclosure Agreement (NDA): The firm is to provide (NDA) on judicial stamp paper of Rs. 100 stating that “The firm must keep IT documents confidential / secret and must not share / mishandle. The violation would be liable to punitive legal actions”.

(.....)
Squadron Leader
ADP-47

Enclosures: -

1. DP-2 {Part-I (Schedule of Tender)}
2. DP-2 {Part-II (Legal / Adm terms of contract)}
3. DP-2 {Part-III (Tech conditions / specification of stores)}
4. DP-3(Undertaking)
5. Appendix-I [Part-I {DP-2 (Certificate regarding agent Commission)}]
6. Appendix-II [Part-II {DP-2 (DPL-15)}]
7. Appendix-III [Part-II {DP-2 (BG for Performance on Judicial Stamp)}]
8. Appendix-IV [Part-II {DP-2 (Affidavit for registration)}]
9. Appendix-V [Part-II {DP-2 (Certificate regarding amendments in IT documents)}]
10. Appendix-VI [Part-II {DP-2 (Certificate of No Agent Commission)}]
11. Matrix Proforma
12. Supplement to indent
13. Technical Specification

**SCHEDULE OF TENDER
(INCOTERM FOR)**

1. IT No: 471450/P-47
2. Time and date of Opening: Date 20-05-2026 at 1200 Hrs

Item No	Description of Store	Spec Services / Docs	A/U	Qty	Price Per Unit	Total Price	Agent Commission
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Inclusive Excluded:

Excise Duty @ _____ %
Sales Tax @ _____ %
Surcharge @ _____ %
Any other Tax @ _____ %

Total Price: _____ (in words) _____

Special Instructions

1. Tech Specification/GSR/NSR/ASR are reflected at appendix-I to this schedule must be studied carefully prior to filling in Tender.
2. Date by which stores are required _____ (In case it is not possible for you to give delivery by given date please indicate DP by which store can be delivered by the firm).
3. Quotation will be submitted on FOR/FOB/CIF/C&F/FAS Basis and in case of FOR (import) the principal invoices on C&F basis to be attached with offer.
4. The firm shall indicate availability of raw material and in case the same is to be imported then will give the requirement for import license.
5. The price quoted must be net per accounting unit as shown in the schedule to tender inclusive of sales Tax /Excise Duty/Surcharge (fix/variable taxes or any other relevant tax). The breakdown of price will be indicated is as under: -

- | | | | |
|------|---------------------------------------|---|----------------|
| (a). | Ex-factory/Base price | - | LC/Relevant FE |
| (b). | Taxes/Duties | - | LC/Relevant FE |
| (c). | Total price | - | LC/Relevant FE |
| (d). | Freight/transportation/Allied Charges | - | LC/Relevant FE |
| (e). | Insurance Charges | - | LC |
| (f). | Agent commission (agent | - | LC/Relevant FE |

6. Commission ranging for **0.15% to 4%** will be declared in the offer in case of contracts involving local agent whereas foreign principal is not paying commission to local agent then in that case the firm will attach **certificate as Appendix-I**.
7. Prices will be mentioned for each item separately both in figures and words. Additional information if any would be linked with entries on the schedule tender.
8. Only one rate will be quoted for entire qty, item wise and multi-rates if quoted will lead to rejection of offer.
9. In case of FOR Contracts the price will be quoted in Pak Currency and in case store is to be imported, then quotation should be on FOB basis indicating the element to be added to make it CIF/C&F/FSA in such cases %age to be paid in foreign, currency and commission to be paid in Pak Currency will be clearly indicated.
10. Original quotations from the mfr/supplier must be attached in support of quoted price. A certificate from the principal will be endorsed on the original quotation to the effect that the prices do include _____ %age of agent commission discount and do not include any such commission. And apart from this, there is no other element of agent's commission/ discount included in the quotation. Only one rate will be quoted for entire qty item-wise.
11. In case of OEM products are offered, OEM part No and its interchangeability with demanded part No should be indicated and provided with the help of relevant catalogue/extract.
12. FOR Station/FOB port must be given while filling the schedule.
13. In case of FOB/CIF/C&F/FSA requirements the prices will be indicated in US\$/EURO/UK£ (in case quoted prices are in different currencies then for the sake of comparison, these will be converted into Pak Currency at rate prevailing on opening day of commercial offers).

Special Note: You may say Agreed to / not Agreed to conditions/clauses mentioned in the succeeding

Part II & III of this DP-2. In case of disagreement you may suggest option/ alternative course for consideration by Procurement agency but it will not be binding on Director of Procurement to accept the same.

LEGAL / ADMINISTRATIVE
TERMS AND CONDITIONS GOVERNING THE CONTRACT

(To be filled by DP as appropriate this IT as per DPP&I-35 Edition 2024)

1. **Warranty:** All goods/stores/offered would be brand new, from current year of production. These will be supplied on Form DPL-15 (Appendix II) and will be governed as per warranty clause. This warranty period may be covered by a BG as stipulated above depending on the value/criticality of the tendered equipment/stores. Format of BG against warranty is attached as appendix IV.

2. **Security Deposit/Bank Guaranty (BG):**
 - (a). **BG** equal to **10%** will be imposed on all FOB/FOR contracts on issuance of Letter of Intent/Acceptance or signing of the contract, the Supplier shall within a period of 30 days, submit a Security Deposit in the following forms: -
 - (i) Demand Draft/Pay Order from any scheduled bank of Pakistan.
 - (ii) Cash deposit on Form PAFA-507 in favour of Controller Military Accounts DP).
 - (iii) Treasury Receipt.
 - (iv) Unconditional and irrevocable Bank Guaranty from a scheduled bank of Pakistan, which shall be endorsed in favour of Controller Military Accounts (DP) in the case of local contracts.
 - (v) Unconditional and irrevocable Bank Guaranty from a scheduled bank of State Bank of Pakistan or through LC opening Pakistani Bank in the case of foreign contracts. Such a Bank Guaranty shall be endorsed in favour of Controller Military Accounts (DP).

3. **Agent Commission:**In case of involvement of foreign firm's local (Pakistani) agent, the commission %age being paid to the agent must be declared in the offer. This commission will be paid to agents in Pakistani currency (rupees) by CMA (DP) on satisfactory completion of suppliers. Letter of Credit will be reduced by corresponding Dollar value of agency commission at the exchange rate of date of opening of commercial offer. In case firm does not have any local agent, then a certificate as per **format attached as (appendix-VI)** will be signed by OEM/ Principal and included as integral part of contract.

4. **Taxes/Duties/Letter of Credit Charges:** All taxes/ duties/ Import License Fee/ LC charges as applicable under Govt. laws in Pakistan as well as country of Supplier shall be on Supplier's account.

5. **Term of Payment:** Supplier may be allowed to draw **80%** payment through CMA (DP) on issuance of Inspection Note after dispatch of stores and **20%** on issuance of Certificate Receipt Voucher (CRVs) by consignee.

6. **Late Delivery:** In the event in delivery at Supplier's fault, the Supplier shall inform the purchaser before expiry of such delivery period giving reasons/justification for it. The purchaser shall have the right to take following actions: -
 - (a). Cancel the contract, and/or.

(b). To purchase from elsewhere stores not delivered, at the risk and expense of the Supplier and without notice to him, or

(c). To recover liquidated damages when the Competent Purchase Officer is satisfied that the failure to supply the stores within the scheduled delivery period has been for reasons within the control of the Supplier, and/or if the Government has suffered loss for reasons of belated delivery. These liquidated damages, if imposed, will be recovered at the rate of upto 2% but not less than 1% (depending on the merit of the case as decided by Competent Purchase Officer) of the value of stores supplied late per month or a part of a month for the period exceeding the original delivery period, subject to the provision that the total liquidated damages thus imposed will not exceed 10% of the total value of the stores **excluding taxes / duties, freight , KPT, insurance charges of the stores** delivered late.

(d). The purchaser's decision under this clause shall NOT be subjected to arbitration.

7. **Shipment:** In case of FOB contracts, shipment will be made through PNSC vessel or PIAC on Purchaser's account. Details to be incorporated in the contract. Shipment through foreign vessel/flight due to any compulsion will require prior approval of Purchase/DGDP. For further detail referred to DPP&I-35 (Edition 2024).

8. **Insurance:** In case of FOB contract, insurance in this contract if required will be on Purchaser's account with NICL, Pakistan.

9. **Subletting:** Supplier **is not allowed to sublet** wholly or part of the contract to any other firm/company without prior permission of the Purchaser. Firm found in breach of this clause will be dealt with as per purchaser's right and discretion.

10. **Purchaser's Right:** Government of Pakistan (represented) by Directorate General Defence Purchase does not pledge himself to accept the lowest or any tender and reserves the right of accepting the whole or any part of the quantity offered. Please be notified that the tender does not constitute ANY obligation or commitments what-so-ever on the part of the Government of Pakistan to negotiate or conclude ANY or part thereof of the subject contract under any terms or conditions irrespective of the cost, lowest cost or any gradation of the cost. Government of Pakistan reserves the right to cancel the indent, tender or inquiry or to reject any offer or quotation without assigning any reason or explanation.

The purchaser also reserves the right of deletion, addition and cancellation of the contract in part or full without assigning any reason whatsoever and without financial repercussion on either side within **30** days after the signing of contract. Such information will be passed to the supplier on his legal address by the purchaser through the fastest possible means i.e. Telephone, Fax, Telex, Cable Telegram etc.

11. **Export License/Permit/End User Cert:** It shall be the responsibility of the supplier to obtain form the Government concerned all permits and export licenses, etc required to enable each consignment to be shipped immediately as per the delivery schedule. In case the supplier fails to arrange export license within **30 days** of signing the contract the purchaser reserves the right to cancel the contract on the risk and expense of the supplier without prior notice. The purchaser will provide End User Certificate (EUC) to the supplier

within **15 days** of signing of the contract for the purposes of getting the export license/permit. However, purchase will not be responsible to arrange export license/permit on behalf of the supplier for the export of the contracted goods/stores.

12. Failure/Termination: The purchaser shall be entitled to terminate the Contract on Risk and Expense for default on the part of supplier. In case the Purchaser elects to terminate the Contract, the Purchaser shall give notice in writing to the Supplier to make good the default. Should the Supplier fail to initiate proceedings in order to comply with the notice within 15 days from the date of servicing of such notice, the Purchaser may forthwith terminate this contract by notice in writing to the Supplier without prejudice to any rights of supplier. Extra cost if incurred on re-purchase form elsewhere will be on your account.

13. Secrecy: The Supplier shall undertake that any information about the sale/purchase of the stores under this contract shall not be communicated to any person, other than the manufacturer of the stores, or to any press or agency not authorized by the Director General Defence Purchase Division to receive it. Any breach on this account will be punishable under the Official Secret Act-1923 in addition to termination of the contract at the risk of Supplier.

14. Signature on Appendix V to DP-2 Part-II: In case of un-registered firm, the attached Appendix V to DP-2 Part-II is required to be signed by the supplier. (Ref DGDP letter No 1566/01/Gen/Registration dated 19 February, 2014)

15. Award of Contract to Un-Registered Firm Valuing Rs 1 Million and above: In case of contract is awarded to un-registered firm valuing Rs 1 Million and above, BG from any scheduled Pakistani Bank will be submitted to DP (Air) **BEFORE SIGNING OF THE CONTRACT.** (Ref DGDP letter No 1566/01/Gen/Registration dated 19 February, 2014).

16. Declaration of Moveable/immoveable Property: The supplier is required to provide details of moveable/immoveable property on Rs. 100 Judicial stamp paper duly attested by the oath commissioner.

TECHNICAL CONDITIONS/SPECIFICATIONS OF STORE

1. Technical Specifications:

(a). The store/equipment should confirm to specification/service requirements and technical data/drawing (if applicable as per attached appendix-I to this annex. Offer not confirming to required specification or multi offers will be rejected. The supplier shall further undertake to provide all the contracted stores/goods as per the specification.

(b). All stores/items/Goods delivered would be brand new, from current year of production, confirming to purchaser specifications/ satisfaction. The supplier will provide all the OEM certificate, quality certification/inspection documents to the purchaser confirming the quality of the product being supplied under this contract. Stores must bear the manufacturer's identification marking/monogram.

2. Requirement of Samples: The requirement of tender sample will be included in the IT in case the same is required for evaluation by technical authorities. Beside this advance sample if required will be made part of the IT as well as the contract.

3. Change in Specification/mfr/model: No alteration in make/brand and quality of stores will be entertained after the tenders have been opened. To contrary, any change/improvement requires approval of tech authority/user.

4. Technical Documentation: All original publications, catalogues and technical/operational manuals will be supplied free of cost by the supplier at the request of purchaser unless otherwise stated in the contract. Supplier will also provide two copies of compact disc and handmade drawings wherever applicable. The Supplier will provide two sets of following documents free of cost for technical scrutiny of the offer (as applicable):-

(a). Technical literature of each item in original form.

(b). Manufacturer's Specifications/Technical Data/Drawings and packing details etc of each item in original form.

(c). Acceptance test procedure/criteria of each item.

(d). Country of origin of each item and port of shipment.

5. Interchangeability: A certificate of complete interchangeability must be endorsed on the quotation for all substitutes/in lieu and superseded items. A copy of relevant page of publication must be attached to prove correctness of offered item.

6. Checking of Store at Consignee End: All stores will be checked at consignee's end, in the presence of supplier's representatives. If for the reasons of economy, or any other reason, the supplier decides not to nominate his representative for such checking; an advance written notice to this effect will be given by the supplier to the consignee prior to or immediately on shipment of stores. In such an event the supplier will clearly undertake that the decision of consignee with regard to quantities and description of a consignment will be taken as final and discrepancy found will be accordingly made up by supplier. In all other

cases the consignee will inform the supplier about arrival of consignment immediately on receipt of stores through registered mail or fax. If no response from the supplier is received within 15 days from initiation of letter the consignee will have the right to proceed with the checking without supplier's representative. Consignee's report on checking of stores will be binding on the supplier in such cases.

7. Packing/Marking: The Supplier shall be responsible for proper packing of the stores in accordance with the relevant paper particulars under the conditions laid down in the contract or other relevant instructions on the subject in standard export packing worthy of transportation by Sea/Air/Road/Rail so as to ensure their contents being free from loss or damage due to faulty packing on arrival at the ultimate destination. Packing of stores will be done at the expense of the Supplier. All packing cases, containers and other packing material shall become the property of the State on receipt. Marking of packages/containers shall also be done by and at the expense of the Supplier in accordance with the instructions given by the Purchaser. Failure to mark consignment in accordance with these instructions will render the store liable to rejection. Any loss occurred/demurrage paid due to wrong marking will be made good by the Supplier.

UNDERTAKING

To:

The Director Procurement (Air)
(Section P-47)
Air Headquarters, Nur Khan
Chaklala Rawalpindi

Dear Sir,

1. I/We hereby offer to supply to the Director of Procurement (Air) the stores detailed in schedule to the tender inquiry or such portion thereof as you may specify in the acceptance of tender at the prices offered against the said schedule and further agree that this offer will remain valid up to _____ and will not be withdrawn or altered in terms of rates quoted and the conditions already stated therein or on before this date. I/We shall be bound by a communication of acceptance to be dispatched within the prescribed time.

2. I/We have understood the Instructions to Tenders and General Conditions. Governing Contract in Form No **DPP&I-35 (Edition 2024)** included in the pamphlet entitled, Government of Pakistan, Ministry of Defence (Directorate General Defence Purchase) "General Conditions Governing Contracts" and have thoroughly examined the specifications/drawings and/or patterns quoted in the schedule hereto and am/are fully aware of the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

Yours faithfully,

Witness's Signature:

Name:

CNIC No:

Address:

Tel No:

Date:

Signature of Tenderer:

Name:

CNIC No:

Address:

Tel No:

Date:

AGENT COMMISSION CERTIFICATE TO BE RENDERED BY FIRMS

It is certified that no person, firm, corporation, subsidiary or entity in Pakistan or elsewhere shall directly or indirectly receive any rebate, bonus, commission, gift or favour in case or kind other than the commission allowed to M/s (FULL NAME, TITLE OF THE COMPANY WITH ADDRESS) against Contract No. _____ dated _____. In case it is discovered that the contents of this certificate have been infringed/violated by the supplier, the purchaser will have the right to cancel the contract and/or impose a penalty equal to 25% of the contract value.

Principal / Agent

Seal & Signature

COUNTERSIGNATURE

DP Concerned
Seal & Signature

DIRECTORATE OF PROCUREMENT (AIR)
AIR HEADQUARTERS, NUR KHAN, CHAKLALA, RAWALPINDI

Firm's Name. _____

Contract No: 471450/P-47

1. We hereby guaranty that the articles supplied under the terms of this contract are produced now in accordance with approved drawings in all respect in accordance with the terms of the contract, and that the material used, whether or not of our manufacture, are in accordance with the latest appropriate standard specification, and also in accordance with the terms of the contract complete of good workmanship throughout and that will replace free of cost (FOR) Karachi/Islamabad as the case may be every article or part hereof which before use or in use shall be found defective or is found not within the limits and tolerance of specification requirement or if any way are not in accordance with the requirements of the contract.
2. In cased of our failure to replace the defective stores free of cost within three months of reporting by the consignee, we will refund the relevant cost (FOR) Karachi/Islamabad as the case may be in the currency/currencies in which received plus freight charges, up to consignee's and the purchaser shall have the right to purchase the stores declared defective at our risk and expense.
3. The supplier also undertakes to make good the deficiency in supply if any.
4. The warranty will remain valid for **24 months** after issuance of Installation Certificate in case of Electro Medical Equipment

Signature: _____

Dated: _____

The signature must be the same as the one on the Tender/Contract, if otherwise must be shown to be the signature a person capable of giving guaranty on behalf of the contractors.

BANK GUARANTY FOR PERFORMANCE ON
JUDICIAL STAMP PAPER OF Rs.100/- OR AS
SUITABLE TO THE AMOUNT OF BG

Contract No: _____

Date: _____

Name of Firm/Contractor: _____

Address of Firm/Contractor: _____

Name of Guarantor: _____

Address of Guarantor: _____

Amount of Guaranty: Rs. _____ (In Words) _____

Date of Expiry of Guaranty: _____

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

1. Whereas your good self have entered into Contract No. _____ dated _____
with Messrs.' _____

(FULL NAME AND ADDRESS)

Hereinafter referred to as our customer and that one of the conditions of the Contract is the submission of unconditional Bank Guaranty by our customer to your good-self for a sum of Rs. _____ Rupees (In Words) _____

2. In compliance with this stipulation of the contract, we hereby agree and undertake as under:-

a. To pay to you unconditionally on demand and/or without any reference to our Customer an amount not exceeding the sum of Rs. _____ Rupees (In Words) _____ as would be mentioned in your written Demand Notice.

b. To keep this Guaranty in force till _____

c. That the validity of this Bank Guaranty shall be kept one clear year ahead of the original/extended delivery period or the warrantee of the stores which so ever is later in

duration on receipt of information from our Customer i.e. M/s _____ or from your office. Our liability under this Bank Guaranty shall cease on the closing of banking hours on the last date of validity of this Bank Guaranty. Claim received thereafter shall not be entertained by us whether you suffer a loss or not. On receipt of payment under this guaranty, this document i.e. Bank Guaranty must be clearly cancelled, discharged and returned to us.

d. That we shall inform your office regarding termination of the validity of this Bank Guaranty one clear month before the actual expiry date of this Guaranty.

e. That with the consent of our customer you may amend/alter any term/clause of the contract or add/delete any term/clause to/from this contract without making any reference to us. We do not reserve any right to receive any such amendment/alternation or addition/deletion provided such like actions do not increase our monetary liability under this Bank Guaranty which shall be limited only to Rs. _____ (In Words)

_____.

f. That the Bank Guaranty herein before given shall not be affected by any change in the constitution of the Bank or Customer/Supplier or Vendor.

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

GUARANTOR : _____

Dated: _____

BANK SEAL & SIGNATURE

AFFIDAVIT/UNDERTAKING
(WORTH RS 100/- ON JUDICIAL STAMP PAPER)

Mr _____ Authorized signatory/ Partner/MD of M/s_____ do hereby solemnly affirm to DP (Air), and Directorate General Defence Purchase, Ministry of Defence Production, Rawalpindi that our firm M/s_____ has applied for registration with Director General Defence Purchase (DGDP) duly completed all the documents required by Registration Section on _____(date) i.e. before signing the contract. I certify that the above-mentioned statement is correct. In case it is detected on any stage that our firm has not applied for registration with Director General Defence Purchase or statement given above is incorrect, our firm will be liable for disciplinary action initiated (i.e. debarring, the firm to do business with other Defence Establishment and Government Agencies). I also accept that any disciplinary action taken will not be challenged in any Court of Law.

Station_____

Signature _____

Dated_____

Name _____

Appointment in Firm _____

ATTESTED BY OATH COMMISSIONER / NOTARY PUBLIC WITH STAMP

CERTIFICATE

It is certified that no change/amendment has been made in the documents available on the website (**www.paf.gov.pk**). In case, found guilty of any tempering to the IT documents, severe disciplinary action will be taken against my firm.”

Principal / Agent

Seal & Signature

NO AGENT COMMISSION CERTIFICATE
(To Be Rendered By OEM / Principal)

It is certified that any extra payment in the form of rebate, bonus, commission, gift or favour in cash or kind over and above the contracted value has neither been paid nor shall be paid to any person, firm, corporation, subsidiary or entity in Pakistan or elsewhere directly or indirectly. In case it is discovered that the contents of this certificate have been infringed / violated by the Principal / Supplier, the purchaser will have the right to cancel the contract and / or impose a penalty equal to 25% of the contract value.

Principal

Seal & Signature

COUNTERSIGNATURE

DP Concerned
(Seal & Signature)

MATRIX PROFORMA PAK RUPEES TENDER

- Notes:**
1. This mandatory Proforma is to be filled and attached with technical offer. Non-filling / incomplete filling may result in outright rejection of offer.
 2. Please fill the blank columns and tick (√) the choice of YES or NO, as applicable. No column is to be left un-actioned.

S. No	Description of Requirement	Firm's Compliance	
1.	Principal Firm's Name, Address, Email, Phone No & Fax No.		
2.	Agent Firm's / Representative's / Liaison Office's Name, Address, Email, Phone No & Fax No.	NTN: _____ STRN: _____	
3.	Firm's Sales Tax Registration Certificate and NTN Certificate are attached with "Technical Offer"	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4.	Whether Firm is registered with DGDP or not as stockiest / Local Manufacturer?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5.	Whether tendered store is Indexed with the DGDP registered firm?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
6.	Copy of DGDP Registration Certificate along with extension certificate is attached with Technical Offer.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
7.	Original Treasury Challan Form valuing Rs 200/- is attached with Technical Offer (both by registered and un-registered firms)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
8.	Original Treasury Challan Form valuing Rs 1,000/- or Rs 1,500/- or 2,000/- (as per bid value defined at para 11b of FORM DP-1) is attached with "Technical Offer" (Only by DGDP Un-Registered firms)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
9.	Bank Draft in lieu of Earnest Money as per the required amount in favour of CMA (DP), Rawalpindi is attached with "Technical Offer" in a separate sealed envelope titled " Earnest Money Tender No 471450/P-47 ". a. Pre-qualified/Registered/Index: 2% of the quoted value subject to maximum ceiling of Rs. 0.500 Million. b. Pre-qualified/Registered but Not Index: 3% of the quoted value subject to maximum ceiling of Rs. 0.750 Million. c. Non-Pre-qualified/Un-Registered/Un-Index: 5% of the quoted value subject to maximum ceiling of Rs. 1.000 Million	<input type="checkbox"/> YES	<input type="checkbox"/> NO
10.	Firm's Proforma invoice without prices is attached with Technical Offer. This is also known as Bill of Quantity. This should bear exactly the same Serial No as per IT. If some item(s), required in IT, is not quoted then its Serial No should be skipped.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
11.	Offered prices should be in Pak Rupees on DDP basis till the delivery of store at end user.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
12.	The validity period of quotations must be indicated and should invariably be 120 days from the date of opening of commercial offer or 30th June whichever is later	<input type="checkbox"/> YES	<input type="checkbox"/> NO
13.	" Technical Offer " must be submitted in 02 sets and " Commercial Offer " in 01 set only. "Technical Offer" in 02 sets should be packed separately in sealed envelope titled "Technical Offer" and "Commercial	<input type="checkbox"/> YES	<input type="checkbox"/> NO

	Offer” should be packed separately in another sealed envelope titled “Commercial Offer”. Such sealed envelopes should further be sealed in one large envelop having Tender No and Firm’s name clearly written.		
14.	Technical Scrutiny Report (TSR) document is duly filled, signed and stamped at appropriate columns by the firm. Such filled TSR document must be enclosed with the Technical Offer.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
15.	Firm can quote any number of Line items. However, in case of a Packaged Indent , all items in a package have been quoted. (Details of all or certain items making a package (if applicable) is mentioned at “ Special Notes ” under “ Schedule of Stores ”)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
16.	Firm’s Financial Capability establishing documents like Audit Report / Bank Statement etc. which should support execution of the contract (if awarded) in terms of finance availability is attached with Technical Offer. (For Un-registered Firms Only). Supplier will provide details of Moveable / Immovable property on Rs. 100 judicial stamp paper duly attested by the oath commissioner / notary public and Two attested copies of CNIC at the time of Technical Opening.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
17.	Firm’s Financial Capability (in Million) Firm’s existing Financial load (in Million) {Value of all ongoing contracts with DP(Air)/ DP (Army)/ DP (Navy) or any other Govt/ Civil Organization	<input type="checkbox"/> YES	<input type="checkbox"/> NO
18.	After award of contract, for imported items, Firm has to provide Import Documents (Bill of Entry)/Goods Declaration Certificate / Country of Origin Certificate / OEM’s COC during inspection of store by PAF Inspection Team at firm’s premises.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
19.	After award of contract, Firm will be responsible for delivery of contracted store till consignee’s end after the Acceptance by PAF Inspection Team at firm’s premises.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
20.	Store will be delivered as soon as possible after signing of contract. Kindly mention delivery period.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
21.	List all Manufacturers / Maker’s Name, Brand Name and address of OEM of offered equipment.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
22.	Country of Origin of store. List down names of countries in case of more than one country.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
23.	Submission of Contract Performance / Bank Guarantee as per DPP&I-35 which should be valid 2 months beyond expiry of warranty period.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
24.	The warranty will remain valid for 24 months including free spares and services after issuance of Installation Certificate in case of Electro Medical Equipment .	<input type="checkbox"/> YES	<input type="checkbox"/> NO
25.	In case of unserviceability of the equipment, the days for which the equipment remains unserviceable will not be counted towards the warranty period.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
26.	In case of unserviceability of any part / spare within warranty period, warranty life of that part / spare (not the whole equipment) will automatically extended upto 24 months starting from the day it was replaced and the equipment was made serviceable. Old or repaired (serviceable) parts will not be acceptable as replacement is under	<input type="checkbox"/> YES	<input type="checkbox"/> NO

	warranty.		
27.	Acceptance of Terms of Payment 80% on "I-Note" (Issued after delivery of store to consignee and Acceptance by Specialist/User Directorate) and 20% on release of Certified Receipt Vouchers (CRVs) by the Consignee. In case a provisionally registered firm fails to submit the documents or complete formal registration, further ITBs will not be issued to such firm(s). Moreover 10% payment linked with the CRV as part of the contract will be made subjected to obtaining the registration letter from the DGDP. The registration Section can close initial registration / renewal / additional index case, if a firm fails to provide the requisite documents.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
28.	Acceptance of Special Notes as per IT Documents.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
29.	Acceptance of Technical Specifications as per IT Documents	<input type="checkbox"/> YES	<input type="checkbox"/> NO
30.	Acceptance of Inspection Criteria as per IT Documents.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
31.	In commercial offer supplier will quote price separately i.e. unit price of store (inclusive of all taxes / duties) and the percentage of GST should be mentioned separately.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
32.	Firm / OEM will depute responsible / Competent Technical Representative during technical/ commercial opening day to address issues at the spot. Moreover, firm will be provided information of the rep who will attend the technical / commercial opening as Name, Address, CNIC No. and contract No. before the technical opening.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
33.	No queries regarding commercial offer will be accepted, after tender opening board will be dispersed.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Comments / Justification by Firm for non-compliance (if any):

Signatures: _____

Name & Designation: _____

Direct Contact No & email: _____

Stamp of Firm: _____

NOTE:**This Performa is to be filled and attached with technical offer.**

1	Name of firm with address	
2	Name of Principal with address	
3	Financial Capability of firm (in Million)	
4	Existing Financial load (in Million) {Value of all ongoing contracts with DP(Air)}	
5	Validity of Offer	
6	Delivery period of store	
7	Maker's Name / Brand and address	
8	Country of Origin of store	
8	Acceptance of Bank Guarantee (10%)	
10	Warranty / Guaranty of equipment	
11	Acceptance of terms of Payment as per I.T.	
12	Acceptance of special notes as per I.T.	
13	Earnest Money Bank Draft Number, Date of issued and bank address	
14	Ongoing contract with DP (Air)/ DP (Navy) / DP (Army)	

SIGN & STAMP OF FIRM

SCHEDULE TO TENDER NO. 471450/P-47

1. Quotations are invited for the following stores on **FOR** basis latest by 1100 Hrs and tender will be opened at **1200 Hrs** on **20-05-2026** at Directorate of Procurement (Air Force), Air Headquarters, Nur Khan, Rawalpindi, Pakistan.

S No	PART NO	DESCRIPTION OF STORES	A/U	QTY
1	6625PK0008206	BLLOD CUM SEPARATOR / REFRIGERATED CENTRIFUGE	EA	02

2. **INSPECTION CRITERIA OF EM EQUIPMENT:** Attached as Annex - "A".

3. **SPECIAL NOTES:** Your firm is reacquired to give confirmation of following points in your technical offer, in case of any change, same may be highlighted in remarks column. Technical offer is required to be submitted in **Two Copies**.

S No	Description of Points	Agreed/ Not Agreed	Remarks
a.	The Equipment must be factory new, latest model / series from original company and production year must same in which it is to be delivered.	YES NO	Mention YoP
b.	Delivery of the Store: - As soon as possible but not later than 03-06 months	YES NO	Expected Delivery date
c.	Offer must be valid up to 120 days after commercial opening.	YES NO	
d.	Complete technical detail of store may be furnished with technical offer.	YES NO	
e.	The firm will provide Two original Brochures of each item.	YES NO	
f.	Brochures provided along with technical quotation should be commensurate with the technical specification of offered equipment.	YES NO	
g.	Firm must provide previous installation detail of quoted items in Pakistan along with quotations for quick reference during technical vetting.	YES NO	
h.	Standard warranty of UPS / Batteries to be separately mentioned.	YES NO	
i.	Warranty: 24 months warranty period including free spares and service from the date of installation. After sale services, spare parts support for 10 years will provided.	YES NO	
j.	Installation: Installation at designated hospital free of cost within 6-8 weeks and training of the staff at user hospital/unit,	YES NO	
k.	Training: (a) Training to staff No 107 AED PMEL Mushaf and Faisal, COE Islamabad and respective Hospital	YES NO	

	<p>/Medical Sqn on the equipment after installation at each of end user hospital / Medical Sqn for future maintenance and operation of the equipment for at least 05 working days / complete satisfaction of end user will be given by the supplier at hospital / Medical Sqn premises. Training Completion Certificate will be issued by Officer Commanding Hospital / Medical Sqn. Moreover, CRV will only be issued after receipt of installation certificate from end user.</p> <p>(b) Technical Training of 05 PAF personnel by OEM authorized rep for 05 working days at Hospital Medical Setup premises covering following aspects:-</p> <p>(i) Fault isolation / troubleshooting preferably through built-in test (BIT) system or any other test system/ station preferred by OEM.</p> <p>(ii) SRUs removal and installation procedures.</p> <p>(iii) Software recovery procedures.</p> <p>(iv) Requisite documents for critical SRUs repair within PAF facilities, where applicable.</p> <p>(v) All training material will also be provided in soft copy to PAF.</p> <p>(c) Training completion certificate would be rendered by Dte of AE&S.</p>		
l.	<p>Inspection: Inspection for equipment will be under taken by the AHQs Islamabad (Dte of Q&E) / No 1 QC Flt, Faisal with the assistance of co-opted member detailed by Dte of Medical Services, Peshawar / concern Hospital Specialist and Inspection of Electro Medical equipment will be done at user end hospital /Medical Sqn / Firm premises.</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
m.	Supplier will provide replacement of rejected item within 03 months after reporting.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
n.	<p>Consignee: No 101 ALC, PAF Base Faisal Karachi (for documentation).</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
	<p>Dispatch of Store: Supplier will dispatch the store to the end user/hospitals under his own arrangement</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
o.	<p>(i) 10% Performance and warranty bank guarantee will be imposed after signing the contract for registered firms.</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
	<p>(ii) An unregistered not prequalified firm, which wins the contract must submit required documents to DGDP (Registration Section) for provisional registration before signing the contract.</p>		
p.	Prices will be on FOR basis.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
q.	<p>Terms of payment:</p>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
	Acceptance of Terms of Payment 80% on "I-Note"		

	<p>(Issued after delivery of store to consignee and Acceptance by Specialist/User Directorate) and 20% on release of Certified Receipt Vouchers (CRVs) by the Consignee.</p> <p>In case a provisionally registered firm fails to submit the documents or complete formal registration, further ITBs will not be issued to such firm(s). Moreover 10% payment linked with the CRV as part of the contract will be made subjected to obtaining the registration letter from the DGDP. The registration Section can close initial registration / renewal / additional index case, if a firm fails to provide the requisite documents.</p>		
r.	Copy of Earnest money draft and Challan form must be attached with Technical Offer otherwise, Technical Offer will be rejected at the spot.	YES	NO
s.	All taxes/duties/surcharges are to be mentioned separately otherwise offer is likely to be rejected.	YES	NO
t.	All terms and conditions mentioned in indent Form DP-1 (Attached) should be confirmed	YES	NO

Supplier will provide:			
i.	<p>The supplier will provide the CD/DVD & colored printed copy of:-</p> <p>(a) User or operational manual in 02 copies</p> <p>(b) Service or technical manual with IPBs & Schematic Diagram in 02 copies</p> <p>(c) Original Brochure.</p> <p>(d) List of packing</p>	YES	NO
ii.	List of standard accessories which are the part of the main equipment will be provided with the equipment must be attached.	YES	NO
iii.	List of additional /optional accessories	YES	NO
iv.	Compatibility table of specifications duly filled each and every specification/ Accessories/ Gen Requirement. The same must also be signed and stamped on each page with technical quotation.	YES	NO
v.	Equipment / any part assembled / manufactured in any country can be considered for procurement if origin of OEM is USA, Western Europe, Japan and Australia based and equipment / part is certified by OEM.	YES	NO
			Mention Country Name
vi.	Expiry date of registration of the firm with DGDP.	YES	NO
			Mention Expiry Date

	vii. Valid Agency agreement.	YES NO	
	viii. For registered firm letter of DGDP Reg Cell must be attached regarding the Financial capability For unregistered firms Bank Certificate/ Bank Statement by bank regarding the financial capability must be attached.	YES NO	
	ix. Supplier will ensure that delivered equipment / component is not of Indian, Bangladesh or Israeli Origin, failing which purchase will have the right to cancel the contract agreement at any stage and impose penalty as per the existing procedures.	YES NO	
	x. Supplier must provide a certificate by OEM articulating that the contracted stores / equipment is free from ozone depleting substances and confirmatory with Montreal protocol (where applicable)	YES NO	
	xi. Supplier must provide the complete picture of under procurement item (separately) along with documents (mandatory)	YES NO	
	Note: It is certified that we have studied & understood all terms and conditions of above cited tender documents.		

INSPECTION CRITERIA OF ELECTRO MEDICAL EQUIPMENT

The inspection of Electro Medical Equipment received from the supplier is to be carried out at end user / hospital / medical sqn as per the following instructions:

1. Particulars Governing Supply: - Specifications/Technical Data entered against each item on the contract for guidance of manufacturer, supplier and inspectors. Copy of Med Dte Specs and any further explanation communicated by the supplier during finalization of contract agreement is to be made part of contract.

2. Inspection Criteria: - Inspection of equipment will be undertaken by the AHQs Islamabad (Dte of Q&E) / No 1 QC Flt, Faisal with the assistance of co-opted member detailed by Dte of Medical Services AHQs Peshawar / Concern Hospital Specialist / med sqn. Inspection of Electro Medical Equipment procured on FOR basis will be done at user end / Hospital / Med Sqn. The inspection will be undertaken as follow: -

(a) Physical Check (Initial check at respective Medical Setup (Hosp /Med Sqn / Dental Unit)

- (i) Stores will be checked for intact, factory sealed packing, any physical damage, scratches and deformity/dents.
- (ii) Screw/nuts/bolts.
- (iii) Accessories which are included in the indent / contract are otherwise, part as standard accessories.
- (iv) Technical Manuals, Operation Manuals with circuit diagram and Service Manuals in original along with IPBs.
- (v) All items will be identified with serial number and part number as per the manufacturer list.
- (vi) OEM certificate of verifiable documentary proof will be provided by the supplier that store has been procured from certified source.
- (vii) An undertaking for after sales service (repair & maintenance) and spare support for at least 10 years from production year, is to be mandatorily provided by all participants. Non-adherence / non-availability of this info / service would render the bid as “Rejected ” during TSR.

(b) Stores must be factory new and from current production in original, intact packing and factory sealed, otherwise equipment will not be accepted.

3. Functional Check at End Users / Medical Setup (Hosp / Med Sqn /Dental Unit):- Electrical Parameters will be checked as per contractual specifications in the presence of representatives of Dte of Medical Services AHQs, Peshawar / Concern Hospital Specialist, Reps of AHQs, Islamabad (Dte of Q&E) and the supplier of firm.

4. Warranty: - A warranty sticker is to be pasted on each Equipment by the firm highlighting following information.

- (a) Name of Firm with address and telephone number of Head office, Branch / Local Office and their authorized Service Center.
- (b) Contract No and date.
- (c) Nomenclature of equipment.
- (d) Warranty validity.

5. Packing: -

(a) Original OEM packing will be maintained / kept till delivery at end users, each item be packed separately in wooden crates having complete water proof arrangement. Each crate should be labeled as "Pakistan Defense Force Stores".

(b) Packing must be suitable for transportation of items over long distance by Air/Road/Rail.

6. Issuance of Inspection Note (FOR Cases): -

(a) Inspection Note will be issued by AHQs, Islamabad (Dte of Q&E) / No 1 QC Flt, Faisal after the receipt of following documents: -

- (i) Acceptance certificate from AHQs, Peshawar (Dte of MA&S). Release of Inspection Note is a prerequisite for the release of CRV.
- (ii) Delivery challan duly signed and stamped by end user and good Declarative Certificate from supplier.
- (iii) Inspection and release of I-Note limited only to the completeness / functionality of the equipment.

SUPPLEMENT TO INDENT FORM DP-1

DESCRIPTION OF STORE *6058A01287* *27-02-26* REFRIGERATED CENTRIFUGE

The subject FOR indent has been vetted as enumerated below: -

1. **Particulars of Covering Supply:** Specification and Technical Data is entered against each required item on the indent form for guidance of manufacturer and inspectors. (TSR Attached)
2. **Offering of the contracted store:** Supplier should offer the store for physical inspection to Dte of Q&E / No 1 QC Flt PAF.
3. **Conduct of Physical Inspection:** Physical inspection of offered store will be under taken by Dte of Q&E / No 1 QC Flt with assistance of co-opted member of specialist Dte of MEH & S / EME staff in the presence of supplier expert technical rep at concern PAF Hospital as follows: -

(a) **Physical Checks: -**

- (i) Store will be checked for physical damage, scratch and deformity.
- (ii) Items will be identified with Part No viz-a-viz contracted S No.
- (iii) Store must be in original, intact factory packing.
- (iv) All standard accessories as per contract / OEM standard.
- (v) Model as mentioned against each item in the contract.
- (vi) Every part of equipment must be from the same origin preferably.
- (vii) Standby Power / Electrical safety device with **rating** i.e. UPS, Surge Current / Voltage Protection Devices. (Whichever applicable)
- (viii) Environment Control System with rating. (If required)
- (ix) Store must be factory new and from current production.
- (x) Country of origin and country of manufacturing should be clearly mentioned and checked in general particular and schedule of store of contract.
- (xi) A standard warranty period of minimum **24 months** including free spares and services from the date of installation is to be provided.
- (xii) An undertaking for after sales service (repair & maintenance) and spare support for at least **10 years** from production year, is to be mandatorily provided by all participants. Non-adherence / non-availability of this info / service would render the bid as "**Rejected**" during TSR.

(b) **Certificates:** Supplier should provide all related documents / certificates prior to conduct of physical inspection: -

- (i) OEM Certificate of equipment with S No.
- (ii) Shipment documents / copy of GD-1 and verifiable documents that store has been procured from certified source.
- (iii) OEM calibration certificate, calibration procedure and next due / periodicity. (If calibration applicable)
- (iv) FDA 510 K Certificate for all countries. (If applicable)
- (v) CE MDD Class 1 for western European countries only. (If applicable)
- (vi) MWLH (JIS) FOR Japanese countries only. (If applicable)
- (vii) FDA(CFG) certificate will not be acceptable.
- (viii) Current year production certificate of equipment with equipment model number an equipment serial number should be provided with store.

(c) **Manuals and CD / DVD / USB: -**

- (i) Original Software CD / DVD (if required).
- (ii) Colour printed copy of Operational, Maintenance Manuals, Schematic Diagram and Illustrated Part Breakdown IPBs (02 copies).
- (iii) Soft copy of all manuals on CD/DVD (02 copies).
- (iv) OEM broacher.

(d) **Warranty:** - A warranty sticker is to be pasted on each item by the firm highlighting following information: -

- | | | |
|---------------------------|------------------------|------------------|
| (i) Contract No | (ii) Date | (iii) Part No |
| (iv) Description of Store | (iv) Warranty Validity | (v) Name of Firm |

(e) **Packing:** -

- (i) Original OEM packing will be maintained / kept till delivery at end user the item is to be packed using waterproof material.
- (ii) Packing must be suitable for transportation of item over long distance by air / road / rail.

Note: -

- (a) In case of premature failure, firm has to replace the item free of cost and free of shipment charges.
- (b) The supplier shall provide all necessary facilities to the inspectors for smooth and prompt inspection of store.

4. **Delivery of Store:** Supplier will deliver the store to designated PAF Hospitals / Medical Squadron at his own arrangement and provide copy of delivery challan duly signed and stamped by the concern department to Dte of Q&E and No 101 ALC PAF.

5. **Installation:** Installation of equipment will be carried out by the supplier at designated Hospital/Medical Squadron just after satisfactory physical inspection. Cost of initial installation will be borne by the supplier (e.g. Kits, Reagents, Solution, Gases, Cable, Switches etc.)

6. **Training:** Training of Medical Officer / Electro-medical staff will be conducted by the expert rep of supplier at Hospital / Medical Squadron premises as per contract.

7. **Functional Check:** After satisfactory physical inspection and installation functional check will be carried out at PAF designated site by the concern specialist as per contractual specifications.

8. **Acceptance / Installation Certificate:** Acceptance certificate will be issued by the end user setup after inspection / completeness of the equipment and installation certificate will be issued by the setup after successful installation, functional check and commissioning of Equipment along with completion of required training of the staff at end user Hospital. Subsequently, installation certificate will be issued by Dte of MEH&S.

9. **Issuance of I Note:** Inspection note will be issued by Dte of Q&E / No 1 QC Flt after receipt of following documents: -

- (a) Delivery challan duly signed and stamped by consignee.
- (b) Acceptance certificate from Specialist Directorate.

Annexure 'II' To
AHQ / 658 / DCM
Dated 06 Nov, 24

TECHNICAL SECURITINY PROFORMA (TSP): REFRIGERATED CENTRIFUGE

S. No	Part No	Noun	SD	Specification
1	6625PK0008206	REFRIGERATED CENTRIFUGE	MED EQP-63	As per attached Specification or Equivalent
Warranty Requirement				A standard warranty period 24 months including free spares and service from the date of installation is to be provided
Training / FAT / SAT Requirement				As per attached Specification

TECHNICAL SPECIFICATIONS OF REFRIGERATED CENTRIFUGE

Nomenclature / Part Number	Technical Specifications	Offered Specifications	Documentary Reference as per Brochure / Technical Offer	Accepted/Not Accepted/Remarks
Refrigerated Centrifuge	<p>NOTE: Technical specifications "demanded vs offered" must be provided as "vis a vis" comparison making it easy to comprehend. Clear availability / unavailability against each SN / Clause of this document must be mentioned. Any firm failing to do so will be rejected.</p> <p>Terms and conditions</p> <ol style="list-style-type: none"> 1. Availability of after sales service capability with trained 2- 3 Bio-Medical Engineers from OEM. 2. Registration of firm / supplier with DP (Air) and DGDP. 3. Distributor / Sales Certificate from DRAP. 4. Only authorized supplier, having requisite technical expertise / capabilities to provide repair / maintenance support for at least 10 years with confirmation from foreign OEM / principal be allowed to participate. 5. Valid Sole Proprietor / Distribution Certificate from principal duly endorsed by concerned OEM (Original Equipment Manufacturer). Provision and confirmation of quality assurance certificate from reputable total quality management (TQM) international agencies. 			

<p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p><u>TECHNICAL SPECIFICATIONS OR EQUIVALENT</u></p> <p>Should have under mentioned specifications:</p> <ol style="list-style-type: none"> 6. Maximum speed (rpm) 14000 or equivalent 7. Maximum RCF (x G) 20,800 or equivalent 8. Maximum capacity (Tubes / Bag) 6 x 500 ml in swing bucket or fixed angle or better 9. Timer : 0 to 60 Minutes/ continuous or better 10. Drive Motor: High Torque Brushless high frequency motor 11. Imbalance tolerant drive 12. Temperature range must be (Centigrade) -20 to +40 13. Controls: Microprocessor based, touch screen interface (should have facility to use with Gloves) 14. Easy Programmable with digital display 15. Floor standing model 16. Programmability : 10 programs or more 17. Actual run timer 18. Machine should be compatible with continuous flow operation (for future up gradation) 19. RCF calculation, RCF Integrator, RTC (Real Time control), over speed detector facility 20. Automatic rotor lock / self-locking system 21. Automatic rotor identification system 22. Pre cooling chamber 23. 2 x Above mentioned Rotor along with PC Bottles should be supplied along with Equipment. <p><u>Country of Origin, manufacturer and assembled by</u></p> <p>24. Equipment from USA, Western Europe, Japan and Australia based OEMs only would be considered for procurement.</p>	<p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>16:26:10 5-5-2025</p> <p>deedf119 (5-5-2025 16:26:10)</p>
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<p>2025 16:26:10</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>2025 16:26:10</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>2025 16:26:10</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>3</p> <p>25. However, equivalent assembled/manufactured in China can be considered for procurement if origin of OEM is USA, Western Europe, Japan and Australia based.</p> <p><u>Certificates (Whichever Applicable) (Knock Out Clause)</u></p> <p>FDA:</p> <p>26. FDA 510 K Certificate with No recall will be acceptable for all countries</p> <p>27. FDA (CFG) Certificate will not be acceptable.</p> <p>CE</p> <p>28. CE MDD Class 1 for Western European Countries only</p> <p>MWLH:</p> <p>29. MLHW (JIS) for Japanese Product only</p> <p>Note: FDA 510 K Certificate is mandatory against Certification in respect of all countries except Europe and Japan</p> <p><u>GENERAL REQUIREMENT: -</u></p> <p>30. All standard accessories are to be provided as mentioned in the original manual provided by the manufacturer even if not mentioned in the specifications.</p> <p>31. 01 x On line UPS (imported) for complete system for minimum 10 to 15 minutes backup in case of power failure.</p> <p>32. The EM Equipment should be delivered (complete in all respect) with all integral components sited in actual place as mentioned in the original manual provided by the manufacturer.</p>	<p>(5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>(5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>(5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>
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<p>19 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>19 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>19 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>33. Service / Maintenance passwords must be shared with EME staff for maintenance / servicing after completion of warranty.</p> <p>34. Following may be made part of TSR and inspection criteria:-</p> <p>35. Original letter from OEM that quoted items are brand new/latest production and after sales supportability (Main/CAL) for minimum of 10 years would be provided by authorized rep. same as required to be made part of technical offer and inspection.</p> <p>36. Authorized rep must attach valid authorization from OEM and same may be verified on OEM official portal/website and may be part of technical offer.</p> <p>37. At the time of delivery, the firm will provide import documents to verify that stores are supplied from OEM in order to obviate chance of third-party imports.</p> <p>38. Firm will attach OEM Performa invoice without price with technical offer.</p> <p>39. Procurement of EME standard to calibrate EMEs (if Calibration is required) may be included in the indent.</p> <p>40. Supplier is to provide OEM's calibration certificate for indented item along with the calibration manual / procedure.</p> <p>41. The Supplier will provide CD and Colored printed copy of:-</p> <p>42. User operational manual in 02 Copies One for User and Second for No 107 AED.</p> <p>ii) Service or technical manual with Illustrated Part Breakdown (IBP's) and Schematic Diagram in 02 Copies One for User and Second for No 107 AED.</p> <p>iii) Original Brochure</p> <p>iv) List of Packing</p>	<p>19 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>19 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>19 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>
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<p>5-2025 16:26:10</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>43. Installation at designated hospital free of cost within 6-8 weeks or earlier after inspection and acceptance.</p> <p>44. The equipment should be in original, intact and factory sealed packing.</p> <p>45. The equipment must be of latest model and current year production.</p> <p>46. Supplier/contractor will be bound to provide after sales services and parts (whatever required) after the expiry of warranty period till working life of the equipment or minimum of 10 years whichever is longer through service outlets authorized by the manufacturer however following additional requirements may also be included:-</p> <p>(a) Bidder/Seller shall inform buyer/end user for end of production for any part minimum of 02 years in advance.</p> <p>(b) During specified/agreed LCS timeframe, any hardware/software change/upgrade required due to obsolescence/discontinuation of any item, OEM/seller shall agree to supply the stated upgrade solution including hardware and software on free of cost basis along with supply of amended/revised manuals/publications and backup software.</p> <p>47. Spare parts replaced after warranty period shall be brand new with minimum warranty of one year.</p> <p>48. Training</p> <p>(a) Operation of equipment for Hospital medical staff during installation. Required training material would be provided in soft copy to PAF. Training completion certificate would be rendered by Dte of MA&S.</p> <p>(b) Technical Training. Onsite training of technical personnel for maintenance of contracted equipment covering following aspects:-</p>	<p>5-2025 16:26:10</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>5-2025 16:26:10</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>5-2025 16:26:10</p> <p>deedf119 (5-5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>
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<p>(i) Fault isolation / troubleshooting preferably through built-in test (BIT) system or any other test system/ station preferred by OEM.</p> <p>(ii) SRUs removal and installation procedures.</p> <p>(iii) Software recovery procedures.</p> <p>(iv) Requisite documents for critical SRUs repair within PAF facilities, where applicable.</p> <p>(v) All training material will also be provided in soft copy to PAF.</p> <p>(c) In case onsite training of the maintenance equipment is not practicable then training of 02 PAF personnel for 05 working days may be arranged at OEM premises. However, in this case, expenditure incurred on the account of International air tickets, boarding, lodging, meals, health insurance, travel abroad for training will be borne by the supplier. Training completion certificate would be rendered by Dte of AE&S.</p> <p>(d) Maintenance/servicing along with operator level training have been made part of EME procurement contract. However following aspects are recommended to be covered for training paraphernalia:-</p> <p>(i) Conduct of periodic preventive maintenance (PPM).</p> <p>(ii) Life and periodicity of replacing consumables (filters, sensors, cells).</p> <p>(iii) Orientation to associated safeties for operation of equipment.</p> <p>49. Warranty period: 24 months warranty period including free spares and service from the date of installation.</p> <p>50. In case of un-serviceability of the equipment, the days</p>	<p>(i) Fault isolation / troubleshooting preferably through built-in test (BIT) system or any other test system/ station preferred by OEM.</p> <p>(ii) SRUs removal and installation procedures.</p> <p>(iii) Software recovery procedures.</p> <p>(iv) Requisite documents for critical SRUs repair within PAF facilities, where applicable.</p> <p>(v) All training material will also be provided in soft copy to PAF.</p> <p>(c) In case onsite training of the maintenance equipment is not practicable then training of 02 PAF personnel for 05 working days may be arranged at OEM premises. However, in this case, expenditure incurred on the account of International air tickets, boarding, lodging, meals, health insurance, travel abroad for training will be borne by the supplier. Training completion certificate would be rendered by Dte of AE&S.</p> <p>(d) Maintenance/servicing along with operator level training have been made part of EME procurement contract. However following aspects are recommended to be covered for training paraphernalia:-</p> <p>(i) Conduct of periodic preventive maintenance (PPM).</p> <p>(ii) Life and periodicity of replacing consumables (filters, sensors, cells).</p> <p>(iii) Orientation to associated safeties for operation of equipment.</p> <p>49. Warranty period: 24 months warranty period including free spares and service from the date of installation.</p> <p>50. In case of un-serviceability of the equipment, the days</p>			
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<p>5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>for which the equipment remains unserviceable will not be counted towards the warranty period.</p> <p>51. In case of un-serviceability of the equipment, part/spare replaced within warranty period, warranty life of that part/spare will automatically extend up to 24 months starting from the day it was replaced and the equipment was made serviceable. Old or repaired (serviceable) parts will not be acceptable as replacement is under warranty.</p> <p>52. Every part of the equipment must be from the same origin in case of third party accessories should be mentioned at the time of tender participation.</p> <p>53. Cost of the initial installation at user end will be borne by the supplier / contractor (e.g. kits, reagents, solutions, gases, required cables, switches etc.</p> <p>54. OEM & calibration certificates / calibration procedure / periodicity to be provided along with the equipment.</p> <p>55. Adequate financial binding will be associated with acceptance certificates and waivers/ unconditional acceptance will not be granted to suppliers before completion of all contractual bindings owing to potential challenges/bottlenecks for maintenance/Life Cycle Support.</p> <p>56. Proposal from any firm will NOT be ACCEPTED without providing any requirement as mentioned above.</p>	<p>5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>	<p>5-2025 16:26:10)</p> <p>deedf119 (5-5-2025 16:26:10)</p>
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