



# MILITARY LANDS & CANTONMENTS DEPARTMENT

## CANTONMENT BOARD CLIFTON

CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA, Karachi-75500

Ph. # 021-99266931-40, 021-111800900 Fax # 021-99332135

Website: www.cbc.gov.pk

### FORM OF BID/TENDER

#### Hiring of 11 x Generator Sets with Canopy for SPS for Rain Emergency-2026, Clifton Cantt.

To,

The Cantonment Executive Officer,  
Clifton Cantonment.

Dear Sir,

The rates in Pak Rupees were invited for **Hiring of 11 x Generator Sets with Canopy for SPS for Rain Emergency - 2026, Clifton Cantt** from the suppliers / contractors, etc. through advertisement uploaded on PPRA website vide reference No.TS \_\_\_\_\_ E dated: \_\_\_\_\_. In response to the advertisement, I/we hereby offer rates (inclusive of all taxes) are appended below:-

Sr.#	Items	Qty	Rate/Day	Amount
1	Hiring of 11 x Generator Sets with Canopy for SPS for Rain Emergency - 2026, Clifton Cantt	11 Nos.		
<b>TOTAL</b>				

2) I/We solemnly undertake to abide by all the terms and conditions specified in the Invitation to Bid and the Instructions to Bidders, as well as any terms and conditions that may be set forth in the agreement. It is, therefore, requested that our tender be accepted.

1. Name of Firm : \_\_\_\_\_
2. Name of Owner of the firm : \_\_\_\_\_
3. CNIC No. of the Owner : \_\_\_\_\_
4. Address of Firm : \_\_\_\_\_
5. Telephone No. of Firm / Cell No. : \_\_\_\_\_
6. Cost of Tender form Rs 500/- paid vide receipt No. \_\_\_\_\_ dated: \_\_\_\_\_
7. Opening date & time of Tender \_\_\_\_\_ at 12:30 PM.
8. Amount of Bid Security @ 5% of Bid price Rs \_\_\_\_\_ million

Yours Faithfully,



## INSTRUCTIONS TO BIDDERS

1. The tender should be free from cutting / overwriting etc.
2. The bidder / contractor shall quote rates inclusive of all arrangements for Procurement / Supply of miscellaneous items for Rain Emergency-2026, Clifton Cantt.
3. Tenders will be issued while keeping in view the registration of firms / contractors, etc. with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue.
4. Interested firms will have to submit copy of valid registration certificate along with applications for issuance of tender forms.
5. The Tender form can be obtained from office of the Cantonment Board Clifton on payment of tender fee of Rs.500/- (non-refundable).
6. Cantonment Board will not be responsible to provide any equipment / material & store.
7. No request for escalation in rates will be entertained at any stage.
8. 5% (Five percent) bid security of quoted bid cost must be accompanied in the form of pay order/demand draft in favour of Cantonment Board Clifton from Scheduled banks in accordance with the Rule 25 of PPRA Rules, 2004 and subsequent amendments (if any).
9. The submission of Bids by the firms/contractors implies that they are fully conversant with the scope of work and terms & conditions laid down in the bidding documents.
10. Hired generator sets of 100 KVA capacity or above shall be deployed at the site on a requirement basis. Payment to the contractor/supplier shall be made for the actual number of days of deployed.
11. Bids shall be valid for **180 days**.
12. The Cantonment Board Clifton invites sealed bids on the basis of **"single stage two envelope procedure"** under Rule 36(b) of PPRA Rule 2004 that is elaborated as under and all bids received shall be opened and evaluated in the manner prescribed in the bidding documents.
  - (i) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
  - (ii) The envelopes shall be marked as **"FINANCIAL PROPOSAL"** and **"TECHNICAL PROPOSAL"** in bold and legible letters to avoid confusion;
  - (iii) Initially, only the envelope marked **"TECHNICAL PROPOSAL"** shall be opened;



- (iv) The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened;
  - (v) The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
  - (vi) During the technical evaluation no amendments in the technical proposal shall be permitted;
  - (vii) The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
  - (viii) After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders;
  - (ix) The bid found to be the most advantageous bid shall be accepted.
13. The bids received after closing time / late shall not be entertained.
14. A table of contents inserted at beginning of the Bid showing the contents of the proposals according to the numbered pages. All pages of Bids shall be signed by the bidder & seal be affixed along with the signature / initials.
15. All bids will be evaluated on the basis of rates quoted by the Contractor/Firm in his bid.
16. Following document(s)/evidence/information may also be submitted with the bid:
- i. Detail of similar services undertaken by the firm during the last 03 years supported by documentary evidence.
  - ii. Financial status, Bank balance & certificate from the Scheduled bank.
  - iii. The Income Tax Return submitted to the concerned department during last 03 years.
  - iv. Detail of technical and administrative staff duly supported by attested credentials.
  - v. A certificate that there is no dispute of the firm with any department involved litigation / arbitration.
  - vi. The firms/contractors having their own tangible assets such as Office equipment, Vehicles and Machinery as well as leased in favour of the bidder
16. If any document submitted along with bid documents found false/bogus the bid of a firm/contractor shall stand cancelled/blacklisted.



17. Incomplete/Conditional/Disfigured/Overwritten Tender form will be non-responsive.
18. All the applicable Government taxes will be paid by the firms/contractors.
19. Bidders must have the capability to ensure timely delivery, installation, and after-sales support within Karachi. For this purpose, the bidder shall either have a functional office in Karachi or provide documentary evidence of an authorized local representative or service support arrangement in Karachi. Relevant details, including office address or authorization documents, must be submitted along with the bid.
20. Any bid received in contravention of provisions of PPRA Rules, 2004 will be declared as non-responsive.
21. Criteria for evaluation of Technical Bids is as under: -

S. No.	Criteria	Total Marks
1	Year of establishment of the suppliers / contractors (01 mark for each 02 years)	10
2	Similar services / work undertaken by the bidder in last 03 years (05 marks for each 10 million)	35
3	Financial status (05 marks for each 10 million)	15
4	Income Tax certificates	10
5	No dispute / litigation certificate	10
6	Detail of assets / machinery / workshop / office etc.	10
7	Income Tax Returns of last 03 years	10
<b>TOTAL</b>		<b>100</b>
<b>NOTE:</b>		
i. The minimum qualifying score for the Technical Evaluation will be 50%.		
ii. The technically qualified bidder with the most advantageous bid shall be awarded the contract.		

22. In case of bid/rate quoted by the bidder is more than 10% below the estimated cost, the additional bid security in the shape of Pay Order / CDR issued by a Scheduled Bank of Pakistan in favor of CEO, CBC shall be sought from the successful bidder only to the extent of bid more than 10% below the engineer estimate in the form of percentage. The requisite bid security shall be furnished within 07 days of issuance of LoA and in case of failure to submit the bid security, the earnest money shall be forfeited & quoted rates shall stand cancelled. The amount of additional bid security shall be equal to the impact of financial difference occurring in the quoted rates beyond 10% below engineer estimate.
23. Any query, relating to the tender can be enquired from the office of the Cantonment Board Clifton, CC-38, Street 10, Kh-e-Rahat, Phase-VI, DHA, Karachi-75500 at any working day during office hours.
24. Any bid received in contravention of enabling provisions of PPRA rules, 2004 will be declared non responsive by the Board being procuring entity, Cantonment Board Clifton being procuring entity reserves the right to accept or reject any quotation on technical / administrative grounds under rule 33(I) of PPRA Rules, 2004.

