NL-1

GOVERNMENT OF PAKISTAN

HQ NATIONAL LOGISTICS CORPORATION

INVITATION TO TENDER FOR ISO CERTIFICATIONS FOR PULP, PUREE & DEHYDRATION PLANT (PP&DP) MTN

ON FOR BASIS

INSTRUCTION TO TENDERERS - WORDS OF CAUTION

1. **Participation of Tender.** The tender can be participated by **Authorized /Qualified Firms dully accredited with Pak National Accreditation Council (PNAC)** for ISO Certification for Pulp, Puree & Dehydration Plant Mtn for **Food Safety & Security (FSSC -22000)** having previous experience in relevant field.

2. **Eligibility / Bid Qualification Criteria**. The bidder must prove his eligibility by completing the Bid Qualification Criteria as following: -

Ser	Check List	Yes / No
a.	Tender Fee	
b.	Bid Security	
c.	Authorization Letter from PNAC	
d.	Copy of NTN / STRN and Active Tax Filler with 100% compliance	
e.	60 x Days Offer Validity	
f.	60 X Days Confirmation to Delivery Period	
g.	Non Blacklisting Certificate (Original) on e-Stamp / affidavit of Rs 100	
h.	Certificate to accept all conditions of tender without exception	
i.	List of Major Clients	
j.	Hierarchy of the firm along with portfolio of owner & top management be attached	
k.	Hierarchy of the firm along with portfolio of owner & top management be attached	

3. **Special Condition**.

   a. Firms will be responsible for auditing the processes and issuing required certification for PP&DP.

b. Offer should also accompany complete details.

c. Offers must be accompanied by the schedule to tender duly completed / signed by authorized executive of the firm without which the offer will not be entertained.

d. In case of default of firm, the Bid Security will be confiscated and punitive action will be taken against firm.

e. The firm with lowest quoted price will be selected.

f. Details of contact person for locations visit are as under: -

Ser No	Location	Contact Person	Cell No
(1)	Road Freight JVCo ,HQ NLC , Rawalpindi	Col Abid ®	0323 4006552
(2)	Support Br, HQ NLC	Lt Col Zia ®	0315 9444944

4. **Rejection of Bid**. A bid will be rejected under following circumstances: -

a. Bids not qualifying the bid evaluation criteria as mention above.

b. Offers without PNAC accreditation.

c. Offers not complying with the special instructions (para 3) in addition to other conditions.

d. Non responsive bid to any single required criteria / specification.

e. Non submission of Tender Fee & Bid Security.

f. Late submission of tender from given date & time.

5. **Delivery of Tender**. The original copy of the tender is to be enclosed in double cover. (i) Technical Offer (ii) Commercial Offer, separately. The covers should be sealed and bear tender Enquiry Number and date of opening, while the outer cover should bear only address of this office without any indications.

6. **Date and Time for Submission of Tender**.

a. Tender must reach at HQ NLC Harding Road near AFIRM Rawalpindi by the date and time specified in tender notice by hand or by post.

b. Tender must be dropped in the tender box before given time.

c. NLC will not be responsible for delay occurring in post.

7. **Price**

   a. The price must be quoted in **PAK RUPEE** in figures and words at the appropriate space of the schedule to tender. Price should be quoted inclusive of all Taxes

   b. Tax exemption (if any) may be provided with the tender documents.

8. **Validity of Offers**. The validity period of quoted rates must be indicated and should be at-least **60 days** from the date of opening the tender without any condition, extendable for further processing of the case, if required.

9. **Delivery Period**. Equipment must be delivered within **60 x Days** after issuance of LOA (Letter of Acceptance) or Award of Contract (whichever is earlier) beyond which Late Delivery Charges will apply.

10. **Arbitration**. Any bidder feeling aggrieved by any act of procuring agency after submission of his bid and prior to award of the contract may lodge a written complaint to procurement agency under Rule - 48 PPRA. In case of any dispute, DG NLC will be Arbitrator.

11. **Risk and Expense**. Failure to to meet the commitment made regarding delivery schedule, will authorize HQ NLC to complete the project at firm's risk and cost.

12. **Force Majeure**. The supplier will not be held responsible for any delay occurring the supply of contracted stores due to event of force majeure such as Act of God, War, Riots, Civil Commotion's Strikes, lock out or disturbance directly affecting the supply over which the supplier has no control. In such an event the contractor shall inform the Purchaser within 15 days of the happening in writing. Non-availability of raw material for the manufacture of stores or the export permit for the export of the contracted stores from the country of its origin shall not constitute Force Majeure.

13. **Late Delivery Charges**. Late Delivery charges will be imposed @ 1 % per month on total cost of contract with effect from original delivery date.

14. **Terms of Payment**

   a. 50 % payment will be made in advance

   b. 50 % payment will be made after completion of certifications and issuance of NOC from Log JVCo (the consignee).

15. **Tender Fee and Bid Security**. Both will be prepared in the shape of bank draft in favor of **National Logistics Corporation HQ Main Account** and submitted as following: -

    a. **Tender Fee**. Rs 2,000 must be attached with Technical offer.

    b. **Bid Security**. Rs 50,000 in sealed envelope (mentioning Name of Bank and Draft Number & Date) must be attached with Technical offer.

16. **Retention Money.** Bid Security of successful firm will be retained by NLC for a period of 6 x months which will be released after issuance of NOC from Log JVCo.

17. **Rejection of Bids**. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.

18. **Evaluation:** Technical offer of bidders found eligible and qualified as per "**Bid Qualification Criteria"** will be evaluated as per specifications (Annex "A"). Financial offers of technically approved bidders will be opened and bidder with the lowest financial proposal will be considered most advantageous bid.

General Manager Procurement
HQ NLC

NL-2

HEADQUARTERS NATIONAL LOGISTICS CORPORATION

GENERAL CONDITIONS GOVERNING CONTRACT

1. Tender will be opened at HQ NLC Harding Road Near AFIRM Rawalpindi at Date and Time mentioned in the newspaper add.

2. Tender will be submitted in accordance with PPRA Rule **36 (b)** i.e. Single Stage - Two Envelope Procedure.

3. Detail of requirement to be procured is as under: -

a.	ISO Certification for Pulp, Purée and Dehydration Plant (PP&DP) for **Food Safety & Security** **(FSSC – 22000)**	

NL-3

Address_______________
Telephone_____________
Code Used_____________

From: ________________________________

To:

THE DIRECTOR GENERAL
NATIONAL LOGISTICS CORPORATION, HARDING ROAD
NEAR AFIRM RAWALPINDI

Dear Sir,

1. I/We hereby offer to supply to the Director General NLC, stores as per detail in the Scheduled hereto or such portion thereof as you may specify in the contract at the prices given in the said schedule and agree to hold this offer open till ___________________________. I/We shall be bound by a communication of acceptance dispatched within the prescribed time.

2. I/We hereby certify own eligibility as per Para 2 of NL-1.

3. I/We have understood the instructions to Tenders and Conditions of Contract as laid down in form NL-2 to “General Conditions Governing Contracts” and have thoroughly examined the specificity/drawing and or pattern quoted in the schedule hereto and am/are fully aware to the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

4. Recommended technical manual/ data are also enclosed with the offer.

5. The following pages have been added to and form part of this tender.

Your faithfully
(Signature of Tendered)
Address____________________
Dated _____________________
Signature of witness__________
Address____________________

Annex 'A'

SPECIFICATION s

1 Firm must have experience of minimum 3 x years in relevant field. Detail of projects completed must be attached.

2 Last 3 x years Average Annual Turnover of Firm should be Rs 50 Million or above for each Financial Year. Audited report of last 3 x financial years will be attached with Technical Proposal

3 Firms dully accredited with Pak National Accreditation Council (PNAC) will be considered.

4 Firms will be responsible for auditing the processes and issuing required certification for PP&DP.