



Bidding Document for Supply of Food Items

**{Dry Food Items, Dairy Products, Vegetables,
Fruits, Meat like Chicken, Beef, Mutton, Fish,
Mince, Baking Material & any-other food item}**

**(Procurement Shall be done as per E-Pak
Procurement Regulations 2023)**

National Competitive Bidding through EPADS



**FAMILY PROTECTION & REHABILITATION
CENTRE FOR WOMEN, ISLAMABAD
MINISTRY OF HUMAN RIGHTS (MoHR)
GOVERNMENT OF PAKISTAN**



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Ministry of Human Rights
Family Protection & Rehabilitation Centre for Women, Islamabad



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SECTION I
Invitation for e-
Bids As per
E-Pak Procurement
Regulations 2023



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TENDER NOTICE

Government of Pakistan Ministry of Human Rights (Family Protection & Rehabilitation Centre for Women) invites bids through **EPADS 2.0 version** from firms/entities, having representative office in **Islamabad/Rawalpindi**, registered with Government having proper shops/stores and telephone facilities for supply of consumable food items {Dry Food Items Dairy Products, Vegetables, Fruits, Meat like Chicken, Beef, Mutton, Fish, Mince, baking material & any other food item} for financial year 2026-27. Bidders should be registered with income Tax and Sales Tax Departments and must be included in Active Tax Payers List of FBR.

2. Bidding shall be carried-out by Single Stage One Envelope Procedure. Further, any bids not submitted through EPADS 2.0 version shall stand rejected as per **S.R.O. No. 296(1)/2023**. The S.R.O available at PPRA's website (www.ppra.org.pk/doc/epronotif.pdf).
3. Earnest money (Bid Security) equivalent to 5% of the bid Amount in the shape of Bank Draft/Pay Order in favor of DDO, Family Protection & Rehabilitation Centre for Women, Islamabad. The Bidder must submit the Earnest Money (Bid Security) sealed in a small envelope or must produce in original at the time of bid opening.
4. Bids shall be valid for F.Y 2026-27. In case of unsuccessful tenders, Earnest Money (Bid Security) will be released/returned within a fortnight and in case of successful bidders the same shall be released on furnishing of performance security.
5. In case of fluctuation of the market, the vendor shall be responsible and no change will be made in the decided rates.
6. Blacklisted firms and Bidders cannot participate in bidding process. A certificate to the effect that the Bidder has never been Black Listed by any Ministry/Division/Department /Government Organization should accompany the Bid.
7. Successful Bidder bound to supply fresh and hygienic food items. There will be no compromise on the quality of food items. If the food items received with unsatisfactory quality, all the items shall be returned. Contractors shall be bound to supply/deliver the goods at the doorstep of FPRCW by using their own means of transportation even on a short notice during 24/7 (Holidays Included).
8. Competent authority has the right to terminate the contract during fiscal year, if items are found sub-standard or un-hygienic, not fresh, short in quantity and not supplied timely. Appropriate action against the contractor shall be taken as per Public Procurement Rules.
9. Interested firms may apply through **EPADS** with subject **"TENDER FOR FOOD ITEMS 2026-27"** within **17-days (27th August 2026 at 11:00 A.M)** from date of its appearance. Tender will be opened on the same day at **11:30 A.M** in the presence of the representative/bidders.
10. Competent Authority shall have the right to reject any item if found sub-standard.
11. Procuring agency reserves the rights to reject any or all bids in terms of Rule- 33 of PPRA Rules 2004.
12. This Tender Notice is also available on EPADS 2.0 Website(www.ppra.gov.pk) & Ministry of Human Rights Website www.mohr.gov.pk

Saira Furqan, S.I(Civ)
Manager (FPRCW)
Islamabad
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SECTION II

Instructions to Bidders



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BIDDERS ARE ADVISED TO READ THE CONTENTS OF THE INSTRUCTION TO BIDDERS (ITB) CAREFULLY

2. **SOURCE OF FUNDS** Ministerial/Regular/Recurrent Budget, Federal Government of Pakistan



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3. Eligible Bidders

3.1 The invitation for Bids in open to all interested firms having (NTN, GST, on Active Tax payers List of FBR etc.) requirements for eligibility of bidders are specified below:

1. The **bid and price schedule should be submitted on the prescribed format on company's letterhead**. Both must be properly signed and stamped by the authorized person.
2. **Earnest Money (Bid Security)** as mentioned at ITB clause 20.1 must be furnished from scheduled Bank of Pakistan;
3. Bidders must provide **an Affidavit on judicial stamp paper of Rs 100/-** that bidder is not black-listed by any Ministry/Division and public sector organization.
4. Bids shall remain valid for the period of **120 days** as mentioned at ITB clause 14.1;
5. The bidder must have proper Business setup i.e. shop, outlet having representative office in **Rawalpindi/Islamabad** which should be mentioned on the bidder's letter head;
6. All documents submitted with the bid must be signed and stamped by the designated authorized officer of the bidder.
7. The **bid and price schedule should be submitted on the prescribed format on company's letterhead**. Both must be properly signed and stamped by the authorized person.
8. **Earnest Money (Bid Security)** as mentioned at ITB clause 20.1 must be furnished from scheduled Bank of Pakistan;
9. Bidders must provide **an Affidavit on judicial stamp paper of Rs 100/-** that bidder is not black-listed by any Ministry/Division and public sector organization.
10. Bids shall remain valid for the period of **120 days** as mentioned at ITB clause 14.1;
11. The bidder must have proper Business setup i.e. shop, outlet having representative office in **Rawalpindi/Islamabad** which should be mentioned on the bidder's letter head;
12. All documents submitted with the bid must be signed and stamped by the designated authorized officer of the bidder.



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3.2 Bidders under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal, Provincial or Local) or a public sector organization are **NOT-ELIGIBLE**. Bidders black listed by any Government (Federal, Provincial or Local) or a public sector organization are also **NOT-ELIGIBLE**.



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4 **CORRUPTION AND FRAUD**

4.1 The Government of Pakistan defines Corrupt and Fraudulent Practices as “corrupt and fraudulent practices” which includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement processor in contract execution to the detriment of the procuring agencies; or misrepresentation off acts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty.

4.2 Indulgence in corrupt and fraudulent practices is liable to result in rejection of bids, cancellation of contracts, debarring and black listing of the bidder, for a stated or in definite period of time.

5. **ELIGIBLE GOODS AND SERVICES**

All goods and related services to be supplied under the contract shall conform to the policies of the Government of Pakistan in vogue. All expenditures made under the contract shall be limited to such goods and services.

For purposes of this clause,(a) the term “Goods” includes any goods that are the subject of this Invitation for Bids and (b) the term “Services” includes related ancillary services such as transportation, insurance, installation, after sale service, support and trainings etc.



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6. **COST OF BIDDING** The Bidder shall bear all the costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
7. **BIDDING FOR SELECTIVE ITEMS** The bidder must bid for all items of a lot specified in the Schedule of Requirements (**Section III**) and provide turnkey solution for lot 1 and any other lot, if required. Bidding for a few/partial items within a Lot (i.e. not covering all items in a Lot) is strictly prohibited and will result in the rejection of the bid. However, a bidder can bid for more than one Lot by submitting bid security for each lot.
8. **SURVEY** 8.1 Vendor may conduct Survey of the FPRCW's office to discuss the on and off supply of Food items before Opening of the Technical Bid, preferably at-least 7 days before the date of opening of the technical bids.



THE BIDDING PROCEDURE THROUGH EPADS

9. **THE
GOVERNING
RULES**

The Bidding procedure shall be executed through E-PADS as per S.R.O. 296(I)/2023 (E-Pak-Procurement Regulation, 2023) governed by the Public Procurement Rules-2004 issued and amended from time to time, by the Public Procurement Regulatory Authority (PPRA).

**APPLICABLE
BIDDING
PROCEDURE**

10.1 The bidding procedure is governed by Public Procurement Rule 36(a) “**Single stage–One Envelope procedure**”. Bidders are advised to also refer to the Invitation for Bids at **Page 4** to conform to the Bidding procedure applicable in the present bidding process.

“single stage one envelope procedure” at epads 2.0 version

i) The bidders/suppliers or shortlisted applicants or pre-qualified suppliers through the system shall fill the standard entries of the technical and financial proposals forms and allied sections including bid securing section, however, the same shall be encrypted electronically as one encrypted package with decryption timeline. After passing the encrypted timeline, the Procurement Committee shall have the simultaneous access to both the proposals.

ii) The Procuring Agency shall access to the encrypted proposals and bid securing section after lapse of defined timeline (not less than thirty (30) minutes and not crossing 23:30 Hours) on the date of proposal submission deadline configured in the system

iii) The Procuring Agency through the System shall fill the entries of the Proposal Opening Sheet and shall post the tender opening sheet and allied record on the system.

TECHNICAL & FINANCIAL PROPOSALS shall be opened on **27th August 2026, at 11:30 A.M** in the Family Protection & Rehabilitation Centre for Women, Sector H-8/1, St # 4, Pitrass Bukhari Road, Islamabad, **Ministry of Human Rights (MoHR)** as the date and time prefixed in the Invitation for Bids (IFB)/ Notice for receipt/submission of bids in the presence of the bidders or their authorized representatives, who may choose to be present physically or online session. The **“FINANCIAL PROPOSAL” of the technically qualified bidder** shall be opened at the same day online through EPADS after technical evaluation of the Technical Proposals submitted by the bidders.

i) The Earnest Money/Bid Security shall be submitted by the bidder in a small sealed envelope to the DDO, FPRCW, Sector H-8/1, St # 4, Pitrass Bukhari Road, Near City School, Islamabad or the bidder must produce in original the Earnest Money/Bid Security at the time of bid opening



- ii) The **Most Advantageous Bid** as per PPRA Rules shall be accepted.

THE BIDDING DOCUMENTS

11. **CONTENTS OF
THE BIDDING
DOCUMENTS**

11.1 The goods required, applicable bidding procedures, and Contract Terms are prescribed in this Bidding Documents. In addition to the Invitation for Bids, this Bidding Document includes:

- a) Instructions to Bidders (ITB);
- b) Schedule of Requirements;
- c) Technical Specifications;
- d) Evaluation Criteria;
- e) Bid Forms (including technical forms and financial forms);
- f) Draft Standard Contract including Special Conditions of Contract (with Annexures) and General Conditions of the Contract, and Integrity pact.

11.2 The “**Invitation for Bids**” (IFB) Notice is not a formal part of the Bidding Documents and is included as a reference only. In case of discrepancies between the IFB Notice and the Bidding Documents listed in 11.1 above, the Bidding Documents shall take precedence.

11.3 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or to submit a bid not substantially responsive to the Bidding Documents in every respect shall be at the Bidder’s risk and shall result in the rejection of its bid.

12. **CLARIFICATION(S) ON
BIDDING
DOCUMENTS.**

A prospective Bidder requiring any clarification(s) on the Bidding Documents may notify the Procuring Agency in writing through EPADS. The Procuring Agency shall respond in writing through EPADS to any request for clarification(s) of the bidding documents, which it receives not later than seven (7) days prior to the deadline for the submission of bids prescribed in the Invitation for Bids. Agency’s response (including an explanation of the query but without



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Identifying the source of inquiry) shall be sent to all prospective Bidders that have received the Bidding Documents through EPADS 2.0 version.

13. **amendment(s)
to the bidding
documents.**

13.1 At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification(s) requested by a prospective Bidder, may modify the Bidding Documents by amendment(s) through EPADS 2.0 version.

13.2 All prospective Bidders that have received the Bidding Documents shall be notified of the amendment(s) in writing through EPADS 2.0 Portal and shall be binding on them.

13.3 In order to allow prospective Bidders reasonable time for taking the amendment(s) into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids.

PREPARATION OF BIDS

14. **LANGUAGE OF BIDS.**

14.1 All correspondences, communications, associated with preparation of Bids, clarifications, amendments, submissions shall be written in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation in English or Urdu, in which case, for purposes of interpretation of the Bid, the said translation shall take precedence.

15. **DOCUMENTS COMPRISING THE BIDS.**

15.1 The Bid shall comprise of the Bid Forms of this Bidding Document and all that ancillary documentation submitted through EPADS 2.0 version that are prescribed for the eligibility of the bidders and goods and ancillary services that are found necessary and highlighted in the Bid Forms in **Section V**.



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15.2 The Bidder shall complete the Bid Forms and an appropriate Price Schedule furnished in the bidding documents submitted through EPADS 2.0 version, indicating the goods to be supplied, a brief description of the goods, their general and specific characteristics, ancillary services that the bidder is willing or required to provide along with the proposed price.

16. BID PRICE

16.1 The Bidder shall indicate on the appropriate form through EPADS 2.0 version prescribed in this Bidding Document the unit prices and total bid price of the goods, he proposes to supply under the Contract.

16.2 Form prescribed for quoting of prices through EPADS 2.0 version, should be typed and printed on the bidder's letter-head. Any alteration/correction must be initialed. Every page of the bid is to be signed and stamped at the bottom.

16.3 The Bidder should quote the prices of goods according to the provided list of items.

16.4 The Bidder is required to offer a competitive price. All prices must include all the taxes and duties, where applicable. If there is no mention of taxes, the offered/quoted price shall be considered as inclusive of all prevailing taxes/ duties. The bidder shall be responsible for all new taxes, if any, levied by the Government until completion of the contract.

16.5 The benefit of exemption from or reduction in the taxes and duties shall be passed on to the Procuring Agency.

16.6 Prices offered should be for the entire quantity of an item demanded in the Schedule of Requirement; partial quantity offers shall straight away be rejected. Conditional offer shall also be considered as non-responsive Bid.



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16.7 While making a price quote, trend/ inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price, due to market fluctuation and/or rupee depreciation, in the cost of goods and services shall be entertained.

17. **Bid Currencies** Prices shall be quoted in Pak Rupees.
18. **Supporting Documents To Judge Specification** The bidder shall provide the leaflets/brochures/catalogs of quoted products with the bid through EPADS 2.0 version.
19. **Documentation On Eligibility Of Bidders** Bidder shall furnish, as part of its bid (along-with Bid Forms & Price Schedule) following documentary evidence through EPADS 2.0 version, to establish their eligibility and qualifications to perform the Contract if his bid is to be accepted:-
- a) Minimum Two (02) years of experience in supplying of quoted items having proper Outlet/Office.
 - b) Registered with Income Tax and Sales Tax Departments and on the Active Tax Payers List of FBR.
 - c) Affidavit duly attested by the Oath Commissioner/Notary Public to the effect that the respective bidder is not blacklisted by any Government (Federal, Provincial or Local) or a public sector organization.
- Details are covered in the **Section IV** containing Evaluation criteria.
20. **BID SECURITY** 20.1 The Bidder shall furnish, as part of its bid through EPADS 2.0 version, a **Bid Security @ 5%** of the total Quoted Bid Value in Pak Rupees in the shape of pay order/demand draft/call deposit in the name of **Drawing & Disbursing Officer (DDO), FPRCW, MoHR**. Unsuccessful bidder's Bid Security shall be discharged or returned soon after announcement of the successful bidder.



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20.2 The Bid Security (in the shape of pay order/demand draft/call deposit) shall be UPLOADED on the EPADS 2.0 version. However, the original Bid Security shall be submitted in a small envelope at address “Manager (FPRCW), Sector H-8/1, St # 4, Pitras Bukhari Road, Near City School, Islamabad” or must be produced in original at the time of Bid Opening.

20.3 The successful Bidder’s Bid Security shall be discharged upon signing of contract, successful delivery of goods, furnishing of the performance/bank guarantee and confirmation of the performance/bank guarantee by the Ministry of Human Rights with the Bank of the successful bidder.

20.4 The bid Security may be forfeited:

(a) If a Bidder withdraws its bid during the period of bid validity;

or

(b) In the case of a successful Bidder, if the Bidder fails to sign the Contract or fails to provide a performance security (if any).

21. **BID
VALIDITY**

21.1 Bids shall remain valid for FY 2026-27 after the date of opening of bid prescribed by the Procuring Agency. A bid having validity for a shorter period shall be rejected by the Procuring Agency as non-responsive.

21.2 The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.



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21.3 Bidders who;

- (a) agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids; and
- (b) Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities.

SUBMISSION OF BIDS

22. **Submission of Bids**

22.1 The "Technical Bid" and "Financial Bid" shall be submitted through EPADS 2.0 version (<https://eprocure.gov.pk>) on the date and time prefixed in the Invitation for Bids (IFB).

22.2 Bids submitted through Hard Copy, fax, email or any method other than EPADS 2.0 version shall not be entertained.

23. **DEADLINE FOR SUBMISSION OF BIDS**

23.1 Bids must be submitted through EPADS 2.0 version (<https://eprocure.gov.pk>) by the Bidder on/or before **11:00 A.M by 27th August 2026.**

23.2 The Procuring Agency may, in its discretion, extend the prescribed deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 13 above, in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

24. **LATE BIDS**

Any bid received by the Procuring Agency after the deadline for Submission of bids prescribed by the Procuring Agency pursuant to ITB Clause 23 shall not be submitted at EPADS 2.0 version.



25. **WITHDRAWAL OF BIDS**
- 25.1 The Bidder may withdraw its bid after the bid's submission and prior to the deadline/closing time & date prescribed for submission of bids at EPADS 2.0 version.
- 25.2 No bid may be withdrawn in the period between deadline for submission of bids and the expiration of the period of bid validity. Withdrawal of a bid during this period may result in forfeiture of the Bid Security submitted by the Bidder, pursuant to the ITB Clause 20 above.

OPENING AND EVALUATION OF BIDS

26. **OPENING & EVALUATION OF TECHNICAL & FINANCIAL BID BY THE PROCURING AGENCY**
- 26.1 The "Technical & Financial Bids" received through EPADS 2.0 version, Shall be opened on the same day by the Procuring Agency publicly in the presence of the bidder or their representatives who may choose to be present in **The FPRCW, Sector H-8/1, St # 04, Pitrass Bukhari Road, Near City School, Islamabad, Ministry of Human Rights (MoHR) or Online session on 27th August 2026 at 11:30 A.M**
- 26.2 All Bidders in attendance shall sign an attendance sheet.
- 26.3 Prior to the detailed evaluation, the Procuring Agency shall determine the substantial responsiveness of Technical Evaluation bid to the bidding documents. For purposes of this clause, a substantially responsive bid is one, which conforms to all the terms and conditions of the bidding documents without material deviations, specifically Clauses: 14, 15, 16, 19, 20, 21 & 22. Deviations from, or objections or reservations to critical provisions, such as those concerning Applicable Laws, delivery schedule, taxes & duties etc. shall be deemed to be a material deviation for technical Bids and Bid Security for Financial Bids. The Procuring Agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.



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26.4 The Technical Bids shall then be evaluated conforming Compliance of the offered item's technical specifications with the demanded ones.

26.5 The Financial Bids of technically qualified (i.e. compliant to the terms & conditions) bidders shall be opened publicly on same date, time and venue.

26.6 The Procuring Agency shall open one Financial Bid at the same day of technically qualified bidders and read out aloud its contents which may include name of the Bidder, items bided for and unit prices and total amount of the Bid (if applicable). The Procuring Agency may choose to announce any other details which it deems appropriate if not in conflict with the Public Procurement Rules-2004, specifically Rule28 (**Opening of Bids**).

26.7 In the Financial Bids the arithmetical errors shall be rectified on the following basis:-

- a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected.
- b) If the Bidder does not accept the correction of the errors, its bid shall be rejected, and its Bid Security may be forfeited.

If there is a discrepancy between words and figures, the amount in words shall prevail.



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27. **REJECTION OF BIDS**
- 27.1 The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid under Public Procurement Rules (PPRA) 2004. The Procuring Agency may upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids, but is not required to justify those grounds as per PPRA Rules.
- 27.2 Bidder must not indicate directly or indirectly their financial bid anywhere in the technical bid. Any such disclosure, in any manner, Shall result in summary rejection of entire bid of the concerned bidder, On spot.
- 27.3 Conditional or incomplete bid/bids shall be rejected.
- 27.4 The bid/bids received with over-writing, cutting and doubtful figure shall be rejected.
- 27.5 The Procuring Agency incurs no liability, solely by virtue of its invoking Rule 33 of PPRA Rules 2004, towards Bidders who have submitted bids.
- 27.6 Notice of the rejection of any or all bids shall be given promptly to the concerned Bidders that submitted bids.
28. **RE-BIDDING**
- 28.1 If the Procuring Agency rejected all bids in pursuant to ITB Clause-27, it may call for a re-bidding as per PPRA Rule 34.
- 28.2 The Procuring Agency before invitation for re-bidding shall assess the reasons for rejection and may revise specifications, evaluation criteria or any other condition for Bidders, as it may deem necessary.
29. **ANNOUNCEMENT OF EVALUATION REPORT**
- Announcement of Evaluation Report will be as per PPRA, 2004 as per PPRA Rule 35.



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30. **CONTACTING
THE
PROCURING
AGENCY**

30.1 No Bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time of announcement of Evaluation Report. If a Bidder wishes to bring additional information to the notice of the Procuring Agency, it should do so in writing.

30.2 Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract award may result in the rejection of the Bidder's bid. Canvassing by any Bidder at any stage of the bid evaluation is strictly prohibited. Any infringement shall lead to disqualification.

AWARD OF CONTRACT



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31. **ACCEPTANCE OF BID AND AWARD CRITERIA** The Bidder whose bid is found to be most closely conforming to the Evaluation Criteria prescribed in **Section IV** and having the most advantageous bid, if not in conflict with any other law, rules, regulations or policy of the Government of Pakistan, shall be awarded the Contract, within the original or extended period of bid validity.
32. **PROCURING AGENCY'S RIGHT TO VARY QUANTITIES AT THE TIME OF AWARD** The Procuring Agency reserves the right at/after the time of award of Contract to increase or decrease, the quantity of goods up to 15% as originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.
33. **NOTIFICATION OF AWARD**
- 33.1 Prior to the expiration of the period of bid validity, the Procuring Agency shall notify to the successful Bidder in writing that his bid has been accepted.
- 33.2 The notification of award shall constitute the formation of the Contract between the Procuring Agency and the successful Bidder.
- 33.3 The enforcement of the Contract shall be governed by Rule 44 of the PPRA, 2004.
34. **SIGNING OF CONTRACT**
- 34.1 After the notification of award, the Procuring Agency shall send the successful Bidder the Contract Form provided in the bidding documents
- 34.2 The Contract shall become effective upon affixation of signature of the Procuring Agency and the selected Bidder on the Contract document.
- 34.3 If the successful Bidder, after completion of all codal formalities shows an inability to sign the Contract then its Bid Security shall stand forfeited and the firm may be black listed and de-barred from future participation, whether temporarily or permanently. In such situation



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The Procuring Agency may award the contract to the next lowest evaluated Bidder or call for new bids.

35. **PERFORM
ANCE
GUARANT
EE**

35.1 On the date of signing of Contract, the successful Bidder shall furnish a Performance Guarantee @ 10% of the total Contract Cost of Lot/Lots, on the Form and in the manner prescribed by the Procuring Agency.

35.2 The Bid Security submitted by the successful bidder at the time of submitting its bid shall be returned to the Bidder upon signing of contract, successful delivery of goods, furnishing of the performance/bank guarantee and confirmation of the performance/bank guarantee by the Ministry of Human Rights with the Bank of the successful bidder.

35.3 Failure to provide a Performance Guarantee by the successful Bidder is a sufficient ground for annulment of the award and forfeiture of Bid Security. In such event the Procuring Agency may award the Contract to the most advantageous bidder or call for new bid.



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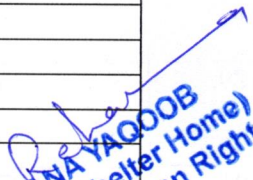


SECTION III

SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS

UPDATED TENDER ITEMS LIST 2026-27

S#	Milestone	Unit Of Measure	Unit Price (Rs)	Total Price (Rs) with GST
1.	Floor	KG		
2.	Sugar	KG		
3.	Cooking Oil (Dalda or Equivalent)	Ltr		
4.	Ghee (Dalda or Equivalent)	KG		
5.	Tea (Tapal Danedar/Lipton Yellow Label or Equivalent)	KG		
6.	Rice (Super Colonal or Equivalent)	KG		
7.	Salt	KG		
8.	Red Chilli Powder	KG		
9.	Haldi	KG		
10.	Dry Coriander powder	KG		
11.	Garam Masala (Mix)	KG		
12.	Dall Mong	KG		
13.	Dall Masoor	KG		
14.	Dall Channa	KG		
15.	Black Grams	KG		
16.	Dall Mash	KG		
17.	Dall Masoor (Sabit)	KG		
18.	Red Beans	KG		
19.	White Channa	KG		
20.	Vermicilli	KG		
21.	Baison	KG		
22.	Dates	KG		
23.	Rooh Afza Squash (1.5 Litre/Each)	Bottle		
24.	Jam-eShirin (1.5 Litre each)	Bottle		
25.	Dry Milk Nestle Bunyad or Equivalent	KG		
26.	Biscuit (Half Roll)	Packet (24 Half Roll/Each)		
27.	Porridge	Packet (250 Grams/Each)		
28.	Suji	KG		
29.	Sagoodana	KG		
30.	Milk	Ltr		
31.	Egg	Dozen		
32.	Chicken	KG		
33.	Beaf (Boneless)	KG		
34.	Fish (Fresh/Frozen/Boneless)	Kg		
35.	Yogurt	KG		
36.	Custard	Packet (120 Gram/Each)		
37.	Rusk	Packet (32 Rusk/Each)		
38.	Bread	Packet (Large Size)		
39.	Jam	Bottle (440 Gram/Each)		
40.	Formula Milk	Box (400 Gram/Each)		
41.	Cerelac (Any Type)	Box (500 Gram/Each)		
42.	Yogurt (For Patients, Need Based)	KG		
43.	Ispaghul Husk	Packet (50 Gram/Each)		
44.	Honey (Need Based)	Bottle (250 Gram/Each)		
45.	Soup	Packet (50 Grams/Each)		
46.	Beaf Mince	KG		
47.	Green Tea	KG		


REHANA YAQOUB
 Manager (Shelter Home)
 Ministry of Human Rights
 Islamabad

S#	Milestone	Unit Of Measure	Unit Price (Rs)	Total Price (Rs) with GST
48.	Potatoes	KG		
49.	Onions	KG		
50.	Tomatoes	KG		
51.	Garlic	KG		
52.	Ginger	KG		
53.	Green Chilli	KG		
54.	Green Coriander	Bunch		
55.	Cabbage	KG		
56.	Shaljam	KG		
57.	Spanich	Bunch		
58.	Peas	KG		
59.	Bringal	KG		
60.	Kadu	KG		
61.	Marru	KG		
62.	Cauliflower	KG		
63.	Carrot	KG		
64.	Arvi	KG		
65.	Shimla Mirch	KG		
66.	Tenda	KG		
67.	Salad Vegetables	KG		
68.	Methi	Bunch		
69.	Lady Finger	KG		
70.	Karela	KG		
71.	Lemon	Kg		
72.	Fresh Tori & Black Tori	KG		
73.	Fresh Mint	KG		
74.	Green Onion	KG		
75.	Banana	Dozen		
76.	Apple	KG		
77.	Guava	KG		
78.	Orange	Dozen		
79.	Mango	KG		
80.	Maida	KG		
81.	Yeast	Packet (11 Gram/Each)		
82.	Baking Powder	Packet (100 Grams/Each)		
83.	Baking Soda	Packet (100 Grams/Each)		
84.	Coco Powder	Packet (100 Grams/Each)		
85.	Vanilla essence	Bottle (28 ml/Each)		
86.	Food colors	Packet (25 Grams/Each)		
87.	eka 300	Packet (250 Grams/Each)		
89.	Dark chocolate bar	Packet (100 Grams/Each)		
90.	Corn flour	Kg		
91.	Chicken powder	Packet (100 Grams/Each)		
92.	Mustard powder	Packet (100 Grams/Each)		
93.	Mustard sauce	Bottle (320 Grams/Each)		

REDA VAGDOB-7
 Manager (Shelter Home)
 Ministry of Human Rights
 Islamabad

S#	Milestone	Unit Of Measure	Unit Price (Rs)	Total Price (Rs) with GST
94.	Mix herbs	Packet (100 Grams/Each)		
95.	oregano	Packet (50 Grams/Each)		
96.	Paprika powder	Packet (100 Grams/Each)		
97.	Chilli flex	Packet (100 Grams/Each)		
98.	Cream	Packet (200 ml/Each)		
99.	Fruit Juice (Tetra-Pack) (Special occasion only)	Bottle (01 Litre/Each)		
100.	Cold Drink (Special occasion only)	Bottle (01 Litre/Each)		
101.	Lays Potato Chips	Packets (50 Grams/Each)		
102.	Kurkure	Packets (50 Grams/Each)		
103.	Bakery Cakes (For Birthdays & Special events only)	Pounds (02 Pounds/Each)		
104.	Instant Noodles (For Kids only)	Packets (50 Grams/Each)		
105.	Kheer Mix (For Eids)	Packets (155 Grams/Each)		
106.	Sheer Khurma (For Eids)	Packets (160 Grams/Each)		
107.	Jelly Powder	Packets (100 Grams/Each)		
108.	Corn Flakes	Kg		
109.	Pasta	Kg		
110.	Macaroni	Kg		
111.	Corn Flour	Kg		
112.	Soy Sauce	Bottle (500 ml)		
113.	Chili Sauce	Bottle (800 ml)		
114.	Tomato Ketchup	Bottle (800 ml)		
115.	Vinegar	Bottle (800 ml)		
116.	Chicken Seasoning/Stock Cubes	Packet with two cubes/Each		
117.	Cheese Slices/Cheese Spread	Pack (10 Slice/Each)		
119.	Spaghetti	Kg		
120.	Butter	Pack (200 g)		
121.	Chocolate spread	Jar (350 Grams/Each)		
122.	Yakhni Knorr or Equilent	Sachet		

Signature: Rehana Yaqoob
Manager (Shelter Home)
Ministry of Human Rights
Islamabad
Designation: Manager Shelter home
Date: 15.07.2026



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TECHNICAL SPECIFICATIONS

Note: All the quoted food items {Dry Food Items, Dairy Products, Vegetables, Fruits, Meat like Chicken, Mutton, Beef, Fish, Mince, Baking Material & any other food item} should be recognized/renowned brands and good quality.

The food items will be accepted in fresh and hygienic position.
Dry food items & dairy products will be accepted with long expiry date. Expired items or Items with short expiry will not be accepted.
Items with cracked seals will not be accepted.
The bidder will bound to supply the food items on time to time need base of FPRCW for FY 2026-27.
The bidder is responsible to provide demanded food items on short notice during 24/7 (Including Holidays)



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SECTION IV

EVALUATION CRITERIA



EVALUATION CRITERIA AND SCORING SCALE ALONGWITH WEIGHTAGE

Technical Bids shall be evaluated as per the following Evaluation Criteria.

1. NTN Certificate.
2. GST Certificate.
3. **On Active Tax Payers List of FBR. (I.T&GST)**
4. Registration/Incorporation/Business Certificate and number of business years in Pakistan
5. Complete Company profile.
6. The bidder should be a company/firm having operational representative office in Islamabad or Rawalpindi.
7. Copies of minimum 2 supply orders with their relevant completion certificates.
8. Bid Validity period of 120 days.
9. Affidavit on legal paper to the effect that not blacklisted and rendered ineligible for corrupt and fraudulent practices by any Government (Federal, Provincial or Local) or a public sector organization/Division/Ministry.
10. Compliance with schedule of requirements (Yes/No).
11. Submission of required amount of bid security @ 5% of the bid amount.

Weightage: Technical 40% and Financial 60%.

The Scoring Scale:

Sr. #.	Attribute/Parameters	Total Score	Category Score	Score Dist.	Remarks
1	Company Profile	100			
1.1	<i>Company's Strength (to be gauged on the basis of Supply Orders with their relevant completion certificates.</i>		15	15	6 and above Supply Orders with their relevant completion certificates.
				10	4 Supply Orders with their relevant completion certificates.
				5	2 Supply Orders with their relevant completion certificates.
1.2	<i>Experience of Supply of food items (Dry Food Items, Dairy Products, Vegetables, Fruits) to Government/Public Sector entities</i>		15	15	5 Years' Experience
				10	3 Years' Experience
				5	2 Years' Experience



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				10	Office at Islamabad or Rawalpindi
1.3	Location of Offices		10	0	Office at any other location
Total			40		

Bidders obtaining minimum 20 marks in technical evaluation shall be considered eligible for financial evaluation.

Technical Evaluation:-

Marks obtained in scoring scale x 40%

FINANCIAL EVALUATION:



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The lowest Financial Proposal will be given the maximum financial score of 60 marks. Financial Score shall be calculated as follows: $(\text{Lowest Bidder's total cost} / \text{Bidder's total cost}) \times 60\%$.

The most advantageous bid will be accepted after technical and financial evaluation. The bidder who obtained higher total marks (Total Marks=Technical Marks + Financial Marks) shall be reflected as **Most Advantageous Bid** as per PPRA Rules.



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SECTION V

BID FORM



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BIDFORM1

Letter of Intent (Will be generated through EPADS 2.0 version)

Bid Ref No.1-39/2021-DD(SW)/FPRCW

Date of the Opening of Bid

Name of the Contract: {Addname}

*To:[Family Protection & Rehabilitation Centre for Women
Ministry of Human Rights (MoHR), Islamabad]*

Respected Madam,

Having examined the bidding documents, including Addenda Nos. [insert numbers & Date of individual Addendum], the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the above-named Contract in full conformity with the said bidding documents and at the rates/unit prices described in the price schedule provided in Financial Bid or such other sums as may be determined in accordance with the terms and conditions of the Contract. The above amounts are in accordance with the Price Schedules attached herewith and are made part of this bid.

We undertake, if our Financial Bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our Financial Bid is accepted, we undertake to provide a performance security/guarantee in the form, in the amount, and within the timelines specified in the bidding documents.

We agree to abide by this bid, for the Bid Validity Period specified in the bidding documents and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any Financial Bid you may receive. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

We confirm that we comply with the eligibility requirements as per ITB clauses 18 &19 of the bidding documents and have duly provided bid security @ 5% of the total bid value, in the shape of pay order/demand draft/ call deposit in the name of _____ with our Financial Bid.

*We also confirm that if our bid is accepted, that all partners of the joint venture shall be liable jointly and severally for the execution of the contract and the composition on the constitution of the joint venture shall not be altered without the prior consent of the Family Protection & Rehabilitation Centre for Women, Ministry of Human Rights

*[This clause does-not apply if bidder is a single firm]

Dated this[insert: number] day of [insert:month],[insert:year].

Signed:

In the capacity of [insert: title or position]

Duly authorized to sign this bid for and on behalf of [insert:nameofBidder]



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BIDFORM2

Name of the Firm:

Bid Reference No:

Date of opening of Bid.

Documentary Evidence for Determining Eligibility of the Bidders & Evaluation of bids

Required Documentation(To Be Filled by the Procuring Agency)		Checklist <i>(To be initialed by the Bidder against each document)</i>	Relevant Page Number in the Bid <i>(To be filled by the Bidder)</i>	Supporting Documents <i>(To be filled by the Bidder with name of the documents that are submitted to meet the requirement)</i>
S#	Column:1	Column:2	Column:3	Column:4
1.	NTN Certificate			
2.	GST Certificate			
3.	On Active Tax Payers List of FBR(I.T & GST)			
4.	Registration/Incorporation/Business Certificate			
5.	Complete Company profile			
6.	Operational Office in Islamabad/Rawalpindi			
7.	Firm's past performance i.e. Minimum two years' experience in supplying food items to Government Institutions.			
8.	Copy of 2 Supply orders			



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12.	Bid Validity period of 120 days			
13.	Affidavit duly attested by the Oath Commissioner/Notary Public to the effect that the respective bidder is not blacklisted and rendered ineligible for corrupt and fraudulent practices by any Government (Federal, Provincial or Local) or a public sector organization.			
14.	Compliance with schedule of requirements			
15.	Submission of required amount of bid security 5%			



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BIDFORM4

Firm's Past Performance.

Name of the Firm:

Bid Reference No: _____

Date of opening of Bid:

Assessment Period:(as per Evaluation Criteria)

Name of the Purchaser/Institution	Purchase Order No.	Description Of Order	Value of Order	Date of Completion	Purchaser's Certificate

Bidders may use additional Sheets if required.
All certificates are to be attached with this
form.



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FINANCIAL BID FORM 5

Price Schedule

User Note: This form is to be filled by the Bidder for each individual item and shall submit with Financial Bid.

Name of the Firm:

Bid Ref. No:1-39/2021-DD(SW)/FPRCW

Date of opening of Bid.

S. No.	Name of the Item	Unit Price (Inclusive of all applicable taxes) *	Qty.	Final Total Price(Inclusive of all Applicable taxes)
1	2	3	4	5
				(3*4)
Total Price(Inclusive of all applicable taxes)				

Note: The quoted price should include the delivery charges.

FINAL TOTAL PRICE (in words):.....

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....



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BID FORM6

Performance Guarantee

To:[Secretary, Ministry of Human Rights (MoHR),Islamabad]

Whereas [*Name of Supplier*] (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. [*number*]*dated*[*date*]*to supply*[*description of goods*] (hereinafter called “the Contract”).

And whereas it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a scheduled bank **for the sum of 10% of the total** contract with the contract.

And whereas we have agreed to give the Supplier a Guarantee:

Therefore we hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, upto a total of [*Amount of the Guarantee in Words and Figures*] and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of [*Amount of Guarantee*] as aforesaid, without your need to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____, 2026/2027

Signature and Seal of the Guarantors/Bank

Address

Date



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SECTION VI

DRAFT STANDARD CONTRACT



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CONTRACT

THIS AGREEMENT is made on _____ day of _____, 2026 between FPRCW, Islamabad & _____

This agreement may be extended on performance basis, for further one year on same terms and conditions as per mentioned in the bidding documents. FPRCW has right to terminate this agreement by giving one month's prior written notice to the Company without assigning any reason. The Company may also, at any time by giving an advance notice of one month to the FPRCW in writing with proper justification, terminate this agreement.

- a. The Family Protection & Rehabilitation Centre for Women, Islamabad, Ministry of Human Rights (MoHR), Government of Pakistan (herein after called the “**Purchaser**”), having its office at Sector H-8/1, St # 4, Pitras Bukhari Road, Near City School, Islamabad and
- b. _____ (herein after called the “**Supplier**”), having its registered office at.
(Both individually referred to as “**Party**” and collectively as the “**Parties**”)

WHEREAS the Purchaser invited bids for Supply of Food Items (Dry Food Items, Dairy Products, Vegetables, Fruit, Meat like Chicken, Mutton, Beef, Fish, Mince, Baking Material & any other Food Item) under current budget of Family Protection & Rehabilitation Centre for Women, Islamabad viz. through an advertisement and has accepted a bid by the Supplier for the supply and supply of following food items in the sum of Rs

_____(Rupees _____)(herein after called “the Contract Price”)

S #	Description	Quantity	Unit Price (Rs)	Total Price (Rs)
Total(Rs):				

NOW THIS AGREEMENT WITNESS AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The Following Documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - a) Annex-I: The Bid Form and the Price Schedule submitted by the Supplier through EPADS 2.0 version.
 - b) Annex-II: The Schedule of Requirements;
 - c) Annex-III: The Technical Specifications;
 - d) Annex-IV: The Purchaser's Notification of Award;
 - e) Annex-V: Purchase Order issued by the Purchaser;
 - f) Annex-VI: The Special Conditions of Contract;
 - g) Annex-VII: The General Conditions of Contract; and
 - h) Annex-VIII: Integrity Pact [In case contract is of Rs.10.0 million and above]
3. The Supplier shall provide to the Purchaser the items mentioned on the agreed cost more specifically



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Described in the Price Schedule submitted by the Supplier. The Unit Cost in the Price Schedule, is inclusive of all taxation and costs associated with transportation and other incidental charges.

4. The Supplier shall provide to the Purchaser a Performance Guarantee equivalent to 5% of the total Contract Price in the format prescribed in the bidding document. This Performance Guarantee shall be released to the Supplier upon successful completion of **Current Fiscal Year (2026-27)**. Supplier's Bid Security (5% earnest money / Bid Security) submitted with the Bid shall be released upon satisfactory submission of a Performance Guarantee. Failure to submit a satisfactory Performance Guarantee shall result in forfeiture of Bid Security and Cancellation of Contract.

5. The Supplier hereby covenants with the Purchaser to provide the Goods and to remedy defects therein, in conformity in all respects with the provision of the Contract.

6. The Purchaser hereby covenants that 100% payment to the Supplier will be made through AGPR, Islamabad upon satisfactory completion of delivery, submission of invoice by the Supplier and issuance of acceptance certificate from the Purchaser.

7. This contract shall remain valid till completion of **Current Fiscal Year (2026-27)** after the delivery of supplies.

In WITNESS whereof the parties here to have caused this Agreement to be executed on the day and year written above.

For & on behalf of the Purchaser

In the Presence of

Name:
Title:

Name:
Title:

For & on behalf of the Supplier

In the Presence of

Name:
Title:

Name:
Title:



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Annex. A

Schedule of Requirements

Detail of schedule of requirement is given in Section III.



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Annex. B

Technical Specifications and Ancillary Services

a). **Product Specifications.**

(Detailed technical specifications, given in Section III, will be followed)



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Annex. C

Price Schedule submitted by the Bidder.

(The approved price schedule submitted by the Bidder will be attached)



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Annex. D

Purchaser's Notification of Award

(Copy of the final letter will be attached)



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Annex. E

Purchase Order.

(Specimen Sample of PO)

**Family Protection & Rehabilitation Centre for
Women, Ministry of Human Rights
Islamabad**

1	Purchase Order No	
	Date	
2	Supplier/Firm Name	
3	Supplier/Firm's Address	
4	Firm Contact No	
5	Conditions of the Contract:	As already communicated in the Bidding Document & Contract
6	Particulars of Stores:	As per detail given below

Item No.	Item Name	Approved Specifications	Unit Price in PKR (As per contract)	Quantity	Total Cost(PKR)

Additional instructions:

- 1.
- 2.
- 3.

Signature:.....

Designation:.....

Date:.....

Official Stamp:.....



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Integrity Pact

Contract No:

Dated:

Contract Value:

Contract Title:

[Supplier/firm], hereby declares that it has not obtained or induced the procurement of any Contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative sub-division or agency thereof or any other entity owned or controlled by GoP through any corrupt business practice.

2. Without limiting the generality of the foregoing, **[Supplier/firm]**, represents and warrants that it has fully declared the brokerage, commission, fees etc., paid or payable to any one and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, Director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant here to.

3. **[Supplier/firm]**, certifies that it has made and shall make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or shall not take any action to circumvent the above declaration, representation or warranty.

4. **[Supplier/firm]**, accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any Contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Procuring Agency under any law, contractor other instrument, be voidable at the option of Procuring Agency.

5. Not with standing any rights and remedies exercised by Procuring Agency in this regard, **[Supplier/firm]**, agrees to indemnify Procuring Agency for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Procuring Agency in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by **[Supplier/firm]**, as aforesaid for the purpose of obtaining or inducing the procurement of any Contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOP.

Name:

Designation:

[For Purchaser]

Name:

Designation:

[For Supplier]



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SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. DEFINITIONS (GCC CLAUSE1)

GCC 1.1(g)- The Purchaser is: **Family Protection & Rehabilitation Centre for Women (FPRCW),**

Ministry of Human Rights (MoHR), Government of Pakistan,
Islamabad

GCC1.1(i)-The Office Site is: **Sector H-8/1, St # 4, Pitress Bukhari Road, Near City School, Ibd.**

2. INSPECTION AND TESTS (GCC CLAUSE 4)

- i. After delivery of goods at the Purchaser's premises, the Purchaser shall inspect the quantity, quality, specifications of goods.
- ii. The Inspection Committee of Family Protection & Rehabilitation Centre for Women, Ministry of Human Rights will carryout detailed physical examination of stocks and can reject, any item if found not according to the approved technical specifications etc. Moreover, the Supplier will also be responsible to replace the same without any further charges.

3. PACKING (GCC CLAUSE 5)

GCC5.2-**Packing & accessories:** All the items to be provided in proper company packing.

4. TRANSPORTATION AND DELIVERY REQUIREMENTS (GCC CLAUSES 6 & 7)

- i. The bidder shall deliver the supplies at the destination in sealed condition.
- ii. The Supplier shall arrange such transportation of the Goods as is required to prevent their damage or deterioration during transit to their final destination and in accordance with the terms and manner prescribed in the Schedule of Requirement.
- iii. All costs associated with the transportation including loading/unloading and road taxes shall be borne by the Supplier.

5. QUALITY (GCC CLAUSE 8)

The Quality warranty period of the supplied food items shall depend upon the nature of items.

6. PAYMENTS (GCC CLAUSE 9)

Payment to the successful bidder/Supplier will be made subject to:

- Satisfactory delivery, inspection, testing and configuration of items.



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- Completion of Scope of Work.
- Upon submission of required documents.
- On submission of invoice for payment through AGPR, Islamabad after fulfilling codal formalities.
- 100% payments will be made after successful testing and commission through Micropayment Gateway (MPG) or cross cheque by AGPR Islamabad.

7. PRICES (GCC CLAUSE 10)

GCC10.1-Prices shall be : Fixed.

8. LIQUIDATED DAMAGES (GCC CLAUSE 15)

GCC.15.1-Applicable rate: Penalties for delayed delivery of Food Items shall be as under:

Mode of Penalty	100% Quantity as Per Purchase Order	Total delivery period
Without penalty	28 days	28 days
With penalty @ 0.5% Per day after 28 days from date of issuance of Purchase Order upto maximum of 10% of the total Contract Price	20 days	48 days

9. RESOLUTION OF DISPUTES (GCC CLAUSE 18)

CCC 18.2-The dispute resolution mechanism to be applied pursuant to GCC Clause 18.2 shall be as follows:

In the case of any dispute concerning the interpretation and/or application of this contract shall be settled through arbitration. Grievances redressal committee, Ministry of Human Rights shall act as arbitrator. The decisions taken and/or award made by the arbitrator shall be final and binding on the parties.

10. NOTICES (GCC CLAUSE 21)

CCC 21.1 - Purchaser's address for notice purposes:

**Manager FPRCW,
Sector H-8/1, St # 4, Pittrass Bukhari Road, Near City School,
Ministry of Human Rights, Islamabad
Ph. #: 051-9269773-4**

Supplier's address for notice purposes:

Phone #

Fax #



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General Conditions of Contract (GCC)

1. DEFINITIONS	1.1 In this Contract, the following terms shall be interpreted as indicated: (a) “The Contract” means the agreement entered into between the Purchaser (Family Protection & Rehabilitation Centre for Women, Ministry of Human Rights) and the Supplier, as recorded in the Agreement/Contract signed by the Parties, including all attachments and appendices thereto and all documents incorporated by reference therein. (b) “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its Contractual obligations. (c) “The Goods” means all those Food Items {Dry Food Items, Dairy Products, Vegetables, Fruits, meat like chicken, mutton, beef, Fish, mince, Baking Material & Any other Food Item} which the Supplier is required to supply to the Purchaser under the Contract. (d) “The Services” means those services ancillary to the supply of the goods, such as transportation of goods upto the desired destinations, insurance and any other incidental services and other such obligations of the Supplier covered under the Contract. (e) “GCC” means the General Conditions of Contract contained in this section. (f) “SCC” means Special Conditions of the Contract. (g) “The Purchaser” means the organization purchasing the Goods, as named in the SCC. (h) “The Supplier” means the individual or firm supplying the Goods and Services under this Contract. (i) “The Project Site”, where applicable, mean the place or places named in the SCC. (j) “Day” means calendar day.
2. APPLICATION	2. These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.
3. STANDARDS	3. The Goods supplied under this Contract against the “Purchase Order”, shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards



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	Appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.
4.INSPECTIONS AND TESTS	4.1 The Purchaser or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Purchaser. SCC and the Technical Specifications shall specify what inspections and tests the Purchaser requires and where they are to be conducted. The Purchaser shall notify the Supplier in writing, in a timely manner, of the identity of any samples (representatives) retained for these purposes. 4.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Purchaser. 4.3 Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser. 4.4 The Purchaser's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival at the Purchaser's delivery point shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Purchaser or its representative prior to the Goods' shipment from the factory/warehouse. 4.5 Nothing in GCC Clause 4 shall in any way release the Supplier from any warranty or other obligations under this Contract.
5.PACKING	5.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as shall be indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take in to consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit. 5.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Purchaser.
6. DELIVERY AND DOCUMENTS	6.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. 6.2 For purposes of the Contract, DDP trade term is used to describe the Obligations of the parties which means price inclusive of applicable taxes, transportation & delivery charges, insurances & warranties, if any, etc.



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7. TRANSPORTATION	7.1 The Supplier is required under the Contract to transport the Goods to a specified place of destination within the Purchaser's country, transport to such place of destination in the Purchaser's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.
8.WARRANTY	8.1 The Supplier warrants that the Goods supplied under the Contract are original, new of the most recent or current productions, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Purchaser's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination. 8.2 This warranty shall remain valid for minimum One year after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract. 8.3 The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty. 8.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Purchaser. 8.5 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the Purchaser may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.
9.PAYMENT	9.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC. 9.2 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed and upon fulfillment of other obligations stipulated in the Contract. 9.3 Payments shall be made promptly by the Purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the Supplier. 9.4 The currency of payment is Pak. Rupees.
10.PRICES	10 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in SCC or in the Purchaser's request forbid validity extension, as the case may be.
11. CHANGE ORDERS	11.1 The Purchaser may at any time, by a written order given to the Supplier



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	Pursuant to GCC Clause 21, make changes within the general scope of the Contract in any one or more of the following: (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically purchased for the Purchaser; (b) the method of packing; (c) The place of delivery. 11.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) working days from the date of the Supplier's receipt of the Purchaser's change order.
12.CONTRACT AMENDMENTS	12.1 No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
13.ASSIGNMENT	13 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract.
14.DELAYS IN THE SUPPLIER'S PERFORMANCE	14.1 Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Purchaser in the Schedule of Requirements. 14.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract. 14.3 Except as provided under GCC Clause 17, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 15, unless an extension of time is agreed upon pursuant to GCC Clause 14.2 without the application of liquidated damages.
15.LIQUIDATED DAMAGES	15.1 Subject to GCC Clause 17, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services in case of urgency or part thereof of delay until actual delivery or performance, upto a maximum deduction of The percentage specified in SCC. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to GCC Clause



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16.TERMINATION FOR DEFAULT	16.1 The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part: (a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the respective “Supply Order” which shall be issued from time to time under this Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 14.2; or (b) if the Supplier fails to perform any other obligation(s) under the Contract. (c) If the Supplier, in the judgment of the Purchaser has engaged in corrupt and fraudulent practices in competing for or in executing the Contract. For the purpose of this clause: “corrupt and fraudulent practices” includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty. 16.2 In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 16.1, the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.
17.FORCE MAJEURE	17.1 Notwithstanding the provisions of GCC Clauses 14, 15, and 16, the Supplier shall not be liable for forfeiture of its bid security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. 17.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. 17.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless



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	otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
18.RESOLUTION OF DISPUTES	18.1 The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract. 18.2 If, after thirty (30) days from the commencement of such informal negotiations, the Purchaser and the Supplier have been unable to resolve Amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC.
19.GOVERNING LANGUAGE	19 The Contract shall be written in the language specified in SCC. Subject to GCC Clause 20, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.
20.APPLICABLE LAW	20 The Contract shall be interpreted in accordance with the laws of the country.
21.NOTICES	21.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in SCC. 21.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.
22.TAXES AND DUTIES	22 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.

End of the Contract
