

**Government of Pakistan
Ministry of Water Resources
PAKISTAN COUNCIL OF RESEARCH IN WATER RESOURCES**



TENDER DOCUMENT

Hiring of 4×4 Vehicles for Field Activities and Surveys in Cholistan Desert

Under the Study

Feasibility Assessment of Groundwater Availability, Sustainable Abstraction, and Recharge Dynamics in the Cholistan Desert

*Submission deadline: **October 5, 2026***

Regional Office PCRWR, Bahawalpur

Phone No.062-9330125

E-mail: ropcrwrbwp@gmail.com

GENERAL INFORMATION ABOUT THE CONTRACTOR/FIRM

Name of Firm: _____

Main Line or Business: _____

Type of Organization: _____

National Tax Number: _____

PRA STRN / Sales Tax Registration Number: _____

Status of Active Tax Payer: _____

Phone No(s): _____

Mailing address: _____

Email: _____

Contact person: _____

SIGNATURE & SEAL
OF
CONTRACTOR/FIRM

Tender Document

Hiring of 4×4 Vehicles for Field Activities/Surveys under the Project "Feasibility Assessment of Groundwater Availability, Sustainable Abstraction, and Recharge Dynamics in the Cholistan Desert"

The Regional Director, Pakistan Council of Research in Water Resources (PCRWR), Regional Office Bahawalpur, invites bids through EPADS v2.0 from eligible vehicle rental firms/contractors registered on EPADS v2.0 and with the applicable tax authorities, in accordance with the Public Procurement Rules, 2004, for the hiring of vehicles detailed below.

1. Procurement Summary

Procuring Agency	PCRWR, Regional Office, Bahawalpur
Procurement Method	Open Competitive Bidding – Single Stage, two Envelope Procedure under Public Procurement Rules, 2004.
Required Vehicles	Two (02) double-cabin 4×4 pickup vehicles, model year 2020 or newer. Toyota Hilux or equivalent may be offered, provided the vehicles meet the stated generic technical requirements and equivalence parameters.
Duration of Hire	60 days initially for the tubewell census/field survey phase (1,565 tubewells). Any extension shall require written approval of the Procuring Agency, availability of funds and compliance with applicable PPRA rules; no automatic extension is guaranteed.
Location	Areas of Cholistan Desert
Bid Security	Fixed Bid Security of Rs. 90,000/-, Scanned copy to be uploaded on EPADS v2.0 and original to be delivered before bid opening.
Performance Security	10% of the contract value, to be submitted by the successful bidder in the form of CDR/Pay Order/Demand Draft/Bank Guarantee, valid for the period specified in the contract, in accordance with PPRA Rule 39. The Performance Security will be released in accordance with the contract after satisfactory completion.
Bid Validity	180 days from the date of bid opening
Last Date & Time for Submission	October 5, 2026, 10:00 a.m.
Date & Time of Bid Opening	October 1, 2026, 11:00 a.m. through EPADS v2.0, (Corresponding to last date and time of submission). The opening shall be public and bidders/representatives may attend as permitted by EPADS.

2. Scope of Use

PCRWR will deploy the hired vehicles for field operations under the above-titled project, including geophysical (ERS/VES) investigations for groundwater exploration, soil sampling, tube-well inventory, topographic surveys, and mobilization of staff and equipment across the sandy terrain of the Cholistan Desert where ordinary vehicles cannot operate.

3. Eligibility Criteria

1. Firm/contractor must possess a valid registration with the Punjab Revenue Authority (PRA) for Punjab Sales Tax/withholding tax on Services.
2. Sole proprietors shall submit their valid registration with the Punjab Revenue Authority (PRA); partnerships/AOPs shall submit a registered Partnership Deed; companies shall submit their SECP Certificate of Incorporation, as applicable.
3. Vehicles offered must have valid registration documents, fitness certificate, applicable route permit/commercial-use authorization, and valid comprehensive insurance covering the vehicle and third-party risks, as applicable under law.
4. The bidder must have at least 5 years of demonstrable experience in vehicle rental services, supported by documentary evidence such as contracts, work orders or completion certificates.
5. The bidder must not be blacklisted/debarred by the relevant Federal or Provincial Government authority/PPRA and shall submit an undertaking to this effect.
6. The bidder shall submit an affidavit/undertaking confirming authenticity of the documents and information furnished with the bid.

4. General Terms & Conditions

1. Vehicles will be used under the project titled "**Feasibility Assessment of Groundwater Availability, Sustainable Abstraction, and Recharge Dynamics in the Cholistan Desert**" for geophysical investigations, soil sampling, tube-well inventory, topographic surveys, and related field assignments.
2. Vehicles must be in good mechanical condition, suitable for use in the remote and sandy terrain of the Cholistan Desert.
3. The vehicle shall remain at the sole disposal of the PCRWR team leader nominated for the field assignment.
4. Fuel (petrol/diesel) charges shall be paid by PCRWR on actual consumption, subject to applicable Government financial rules and submission of duly maintained fuel consumption records/logbooks. Repair, maintenance, engine oil, filters, tyres and other running/maintenance costs shall be borne by the contractor.
5. Rent shall be quoted as a monthly rate per vehicle. Payment shall be made for the actual period for which the vehicle is made available and accepted for duty, calculated on a pro-rata daily basis where applicable.
6. No rent shall be payable for any full day on which the vehicle is unavailable due to repair, breakdown or any other reason attributable to the contractor. The contractor shall provide a replacement vehicle meeting the specified requirements where the vehicle is unavailable.
7. The contractor shall be responsible for accidents, third-party claims and losses arising from the negligence, misconduct or failure of the contractor/driver, subject to applicable law and the

insurance maintained by the contractor. PCRWR shall not be liable for matters attributable to the contractor, without prejudice to any liability arising from PCRWR's own acts or omissions.

8. If a vehicle is repeatedly unavailable or remains under repair for an unreasonable period, PCRWR may require its replacement. Persistent failure to provide a compliant replacement may constitute breach of contract and may lead to termination in accordance with the contract and subsequently the performance guarantee will be forfeited
9. The driver provided shall be competent, properly licensed, familiar with field/rural routes and cooperative with the PCRWR field team. In case of misconduct, refusal of duty or unsatisfactory performance, the contractor shall replace the driver promptly upon written direction of PCRWR.
10. Each driver shall possess a valid driving licence appropriate for the vehicle and shall have at least 5 years of relevant driving experience. Documentary evidence shall be provided with the bid.
11. All the expenses including boarding and lodging expenses of the driver shall be borne by the contractor.
12. Bid security shall be a fixed amount of PKR 90,000/-. The bidder shall submit the original bid security instrument at the address specified in the bidding document before the bid opening time and upload a scanned copy on EPADS v2.0. Bid security shall be returned/released in accordance with the applicable PPRA rules and bidding documents.
13. Quoted prices must remain valid for at least 180 days from the date of bid opening.
14. Conditional or incomplete bids will not be accepted.
15. The bidder/authorized signatory shall initial every page of the submitted bid.
16. All bids shall be submitted electronically through EPADS v2.0 in accordance with the e-Bidding Documents. Manual submission of bids shall not be entertained. The bidder shall upload all required documents, including a scanned copy of the bid security. The original bid security shall be delivered to the Regional Office, PCRWR, Bahawalpur, before the bid opening time at the address specified in the bidding document. Only electronically submitted bids through EPADS v2.0 shall be considered.
17. No bid submitted after the prescribed closing date and time shall be entertained. The bidder shall be solely responsible for timely submission of its electronic bid through EPADS v2.0.

5. Taxes and Duties

Prices quoted shall be in Pak Rupees and shall include all the applicable taxes, duties and levies, if any. Federal and Provincial withholding taxes shall be deducted at source in accordance with the applicable laws and rates prevailing at the time of payment. Bidders shall clearly indicate their NTN and, where applicable, STRN.

6. Mode of Payment

No advance payment shall be made. Payment shall be made monthly against submission of the contractor's invoice, vehicle logbook and fuel consumption record duly verified by the authorized officer of PCRWR, subject to satisfactory performance, availability of funds and applicable Government financial/pre-audit requirements. Payment shall be subject to applicable deductions under law. Any request for more frequent payment shall be considered only with the approval of the

Procuring Agency and subject to availability of funds. PCRWR shall process the tender case, while the Ministry of Water Resources will act as the payment authority. Disbursement to the successful bidder shall be made through the designated vendor number, strictly in compliance with AGPR financial procedures.

7. Evaluation Criteria

- The bids shall be evaluated on the basis of the mandatory technical requirements and the quoted financial rates. A bid shall first be examined for eligibility and responsiveness against the requirements specified in the bidding documents. Only responsive bids shall be considered for financial comparison.
 - Technical Responsiveness (Pass/Fail): The vehicles shall be a double-cabin 4×4 pickup with a minimum seating capacity of 5 persons including the driver, suitable for field operations in the Cholistan Desert, and shall meet all specified vehicle requirements.
 - Vehicle condition and age: The vehicle shall be well-maintained, roadworthy, air-conditioned and of model year 2020 or newer.
 - Legal and safety compliance: Valid registration documents, fitness certificate, applicable route/commercial-use authorization, insurance and other mandatory documents shall be provided.
 - Driver competence: The driver shall hold a valid licence, have at least 5 years of relevant driving experience and be capable of operating the vehicle safely in field/rural terrain.
 - Relevant experience: The bidder shall demonstrate at least 5 years of relevant vehicle rental experience through documentary evidence.
- Financial Evaluation: Among technically responsive and otherwise eligible bids, the bid with the lowest evaluated cost shall be ranked first. Other responsive bids shall be ranked in ascending order of evaluated cost. The contract shall be awarded to the most advantageous responsive bid in accordance with the stated evaluation methodology and PPRA Rules.
 - The evaluated cost shall be based on the total bid amount for the required quantity and contract period, inclusive of all costs to be borne by the bidder under the bidding documents, excluding taxes that are required to be separately stated and treated under applicable law.

7.1 Evaluation and Award

The Procuring Agency shall prepare and announce the final evaluation report, including justification for acceptance or rejection of bids, in accordance with Rule 35 of the Public Procurement Rules, 2004 and before award of the contract within the period prescribed by the Rules.

7.2 Single Responsive Bid

A single responsive bid may be considered in accordance with Rule 38B of the Public Procurement Rules, 2004, subject to compliance with the eligibility criteria, specifications, terms and conditions and rate reasonability/value for money requirements.

8. Rejection of Bids

PCRWR may reject all bids in accordance with Rule 33 of the Public Procurement Rules, 2004. If all bids are rejected, the Procuring Agency shall promptly notify the bidders. Upon request, the grounds for rejection shall be communicated in accordance with Rule 33.

9. Integrity Pact

An Integrity Pact shall be required where the procurement exceeds the threshold prescribed under Rule 7 of the Public Procurement Rules, 2004 and the applicable notification/regulations. Where the procurement value is below the prescribed threshold, the Integrity Pact shall not be required.

10. Blacklisting

PCRWR shall deal with blacklisting/debarment strictly in accordance with Rule 19 of the Public Procurement Rules, 2004 and the applicable PPRA regulations/mechanism. No bidder shall be blacklisted without following the prescribed procedure and affording the bidder the opportunity available under the applicable rules.

11. Redressal of Grievances

A bidder may lodge a written complaint in accordance with Rule 48 of the Public Procurement Rules, 2004 and the applicable PPRA regulations. The Procuring Agency shall have a duly constituted Grievance Redressal Committee (GRC) comprising an odd number of members, and the notification of the GRC shall be made available on EPADS v2.0 and/or the Procuring Agency's website as required.

12. Contact for Queries

PCRWR Regional Office
29-Sajid Awan Colony, Rafi Qamar Road
Bahawalpur.
Phone: 062-9330125
Email: ropcrwrbsp@gmail.com

Regional Director
PCRWR Regional Office, Bahawalpur

Specification of vehicles - Quoted Rent

SPECIFICATION OF VEHICLES – QUOTED RENT

Sr. No.	Description of Vehicle	Model / Year of Registration	Qty.	Contract Period (Months)	Monthly Rate per Vehicle (PKR)	Total Amount (PKR)
1	4×4 Double Cabin Pickup (Toyota Hilux or Equivalent)	2020 onwards	2	02		
TOTAL BID AMOUNT (PKR)						

Note: The bidder shall quote a monthly rate per vehicle. The Total Amount shall be calculated for 2 vehicles for a contract period of 2 months.

Rs. _____

Amount in words (Rupees) _____

Date: _____

Sign & Seal of the Tenderer

LETTER OF TECHNICAL BID

The Regional Director,
Pakistan Council of Research in Water Resources (PCRWR),
Regional Office Bahawalpur

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents.
- (b) We offer to provide vehicles in conformity with the Bidding Documents.
- (c) Our Bid, consisting of the Technical Bid and the Financial Bid, shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (d) (d) As security for due performance of the undertakings and obligations of our bid, we submit herewith a Bid Security in the fixed amount specified in the Bidding Documents. The Bid Security shall remain valid for the period specified in the Bidding Documents and shall be submitted in the manner prescribed therein.
- (e) We are not participating, as a Bidder or as a subcontractor, in more than one bid in this bidding process.
- (f) We agree to permit Employer or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors. This permission is extended for verification of any information provided in our Technical Bid which comprises all documents enclosed herewith.

Name In the capacity of Signed

Duly authorized to sign the Bid for and on behalf of

Date:

Address:

LETTER OF PRICE BID

The Regional Director,
Pakistan Council of Research in Water Resources (PCRWR),
Regional Office Bahawalpur

We, the undersigned, declare that:

(a) We have examined and have no reservations to the Bidding Documents.

(b) The total price of our Bid offered is:

Rupees

(c) Our Bid shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

(d) If our Bid is accepted, we commit to obtain a performance security in accordance with the Bidding Documents.

(e) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us and we do hereby declare that the Bid is made without any collusion, comparison of figures or arrangement with any other bidder for the Works.

(f) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

(g) We agree to permit Employer or its representative to inspect our accounts and records and other documents relating to the bid submission and to verify any information provided in our Technical Bid which comprises all documents enclosed herewith.

(h) If awarded the contract, the person named below shall act as Contractor's Representative.

Name In the capacity of

Signed

Duly authorized to sign the Bid for and on behalf of

Date:

Address:

FORM OF CONTRACT AGREEMENT

This Contract Agreement is made between the Pakistan Council of Research in Water Resources (PCRWR), Regional Office Bahawalpur (the “Procuring Agency”), and _____ (the “Contractor”) for hiring two (02) 4×4 vehicles for field activities and surveys in Cholistan Desert under the project titled “Feasibility Assessment of Groundwater Availability, Sustainable Abstraction, and Recharge Dynamics in the Cholistan Desert”.

1. Contract Documents: The Tender Document, the Contractor’s bid and price schedule, the Letter of Acceptance/Award, the Performance Security (where required), and any subsequent written clarifications/corrigenda issued in accordance with the PPRA Rules shall form part of this Contract.
2. Scope and Duration: The Contractor shall provide the required vehicles, drivers and associated services for an initial period of 60 days, in accordance with the specifications and terms of the Tender Document.
3. Contract Price: The contract price shall be based on the accepted monthly rate per vehicle and the actual period of service, subject to the payment provisions of the Tender Document. No increase in rates shall be allowed during the contract period unless expressly permitted under applicable rules and the Contract.
4. Fuel and Maintenance: Fuel shall be borne by PCRWR on actual consumption subject to applicable Government financial rules. Maintenance, repairs, tyres, lubricants, driver costs and other contractor obligations shall be borne by the Contractor.
5. Replacement and Availability: The Contractor shall ensure continuous availability of compliant vehicles and drivers. Any vehicle or driver that fails to meet the requirements shall be replaced promptly upon written direction of PCRWR.
6. Payment: Payment shall be made against verified invoices, logbooks and fuel records, subject to satisfactory performance, availability of funds and applicable Government financial/pre-audit requirements.
7. Taxes: All applicable taxes shall be dealt with in accordance with Federal and Provincial law. Statutory deductions shall be made at source where applicable.
8. Performance Security: Where required, the Contractor shall furnish performance security not exceeding 10% of the contract value in the form specified in the Tender Document before execution of the Contract.
9. Termination: The Procuring Agency may terminate the Contract for material breach, persistent non-performance, failure to provide compliant replacement vehicles, or other grounds specified in the Tender Document, after following the applicable contractual procedure.
10. Dispute Resolution: Disputes arising after entry into force of the Contract shall be dealt with in accordance with the dispute resolution/arbitration provisions applicable under the Public Procurement Rules, 2004 and the Contract.
11. Integrity and Conduct: The parties shall comply with applicable PPRA Rules, anti-corruption requirements and the Integrity Pact requirement, where applicable under Rule 7 and the relevant threshold/regulations.

12. Governing Framework: This Contract shall be governed by the laws of Pakistan and the Public Procurement Rules, 2004, as amended from time to time, to the extent applicable.

For and on behalf of PCRWR Name: _____ Designation:

_____ Signature:

_____ Date: _____

For and on behalf of the Contractor Name: _____ Designation:

_____ Signature:

_____ Date: _____