

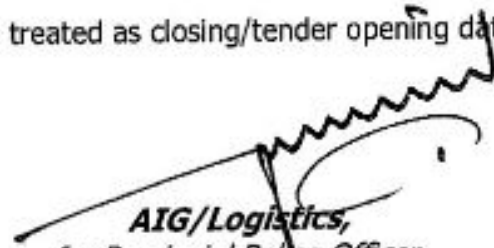
TENDER NOTICE

Police Department (CPO Complex, Lahore) invites sealed tenders based on the Punjab Procurement Rules 2014, from well reputed firms, registered with Income Tax and Sales Tax Departments/Punjab Revenue Authority, for the procurement of Plant & Machinery items, the estimated cost of the tender would be **Rs.2,950,000/-**. Bid security 3% of total estimated price must be accompanied in the form of CDR/Bank Guarantee/Demand Draft/Pay Order as per bidding documents.

Tenders addressed to the Inspector General of Police, Punjab, Lahore, Attention: AIG/Logistics, CPO, Lahore, shall be received on **24.04.2024** till **11:00 am**, in two separate envelopes (Technical Bid & Financial Bid) and shall be opened on the same day at 11:30 am in the presence of bidders in CPO Complex, Bank Road, Old Anarkali, Lahore.

Tender documents containing terms & Condition break up of miscellaneous items etc. are immediately available and can be obtained from the office of AIG/Logistics, CPO Complex, Bank Road, Old Anarkali, Lahore during office hours (09:00 am to 05:00 pm) up to **23.04.2024** at the cost of Rs.500/- of each head of account through Challan Form 32-A (*non-refundable*) duly deposited under "Head of Account C02636-Police-Fees, Fines & Forfeiture" in the NBP/ State Bank of Pakistan

The authority reserves the right to reject all bids or proposals in line with Rule 35 of PPRA Rules 2014. In case of official holiday on the day of submission/ opening of tender, next day will be treated as closing/tender opening date.


AIG/Logistics,
for Provincial Police Officer,
Punjab, Lahore.

CPO Complex, 3rd Floor, Bank Road,
Near Old Anarkali, Lahore
Tel: 042-99214004 Fax: 042-99211715


Assistant Director Logistics,
CPO, Punjab Lahore

PUNJAB POLICE DEPARTMENT.
BIDDING DOCUMENTS THROUGH TENDER.
(Financial Year 2023-2024)

FOR THE PROCUREMENT _____
OPENING TENDER DATE _____
NAME OF FIRM _____



Police Department,
Government of Punjab

CPO Complex, Lahore Punjab, 3rd Floor,
Bank Road, Near Old Anarkali, Lahore
Tel: 042-99214004 Fax: 042-99211715
URL: www.punjabpolice.gov.pk


Assistant Director Logistics,
CPO, Punjab Lahore


AIG Logistics
for Inspector General of Police,
Punjab, Lahore.

1 INVITATION TO BIDDERS

BIDDING DOCUMENTS OF PLANT & MAHCINERY ITEMS FOR CENTAL POLICE OFFICE, COMPLEX FOR FINANCIAL YEAR 2023-2024).

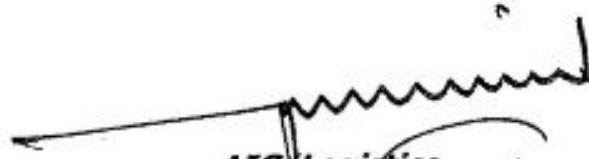
Sealed Bids are invited from firms engaged in general order supplier, registered with Tax Department for Income Tax, General Sales Tax , Punjab Sales Tax/Punjab Revenue Authority.

Bidding Document, in the English language, can be purchased by the interested bidders on the submission of a written application to the address below and upon payment of a non-refundable fee of Pak Rs. 500/- of each head of account which should be deposited in Govt. Treasury under Head CO2636- Police -Others in the NBP/ State Bank of Pakistan, Lahore.

Sr. No.	Head of Accounts	Amount (Rs.)
1.	AO9601 Plant & Machinery Items	2,950,000/-

Bids must be delivered to the address below at or before **24.04.2024 at 11:00 AM Hours**, in two separate envelopes (Technical Bid & Financial Bid). All Bids must be accompanied by a Bid Security of **3%** of the estimated price in the form of CDR/Bank Guarantee/Demand Draft/Pay Order as per bidding documents. Late bids shall be rejected. The Bids will be opened on the same day at **11:30 AM Hours** in the presence of the Bidders' representatives who choose to attend at the address below. Interested eligible Bidders may obtain further information from office of AIG/Logistics CPO at the address given below till **23.04.2024 09:00 to 17:00 hours**.

Bidding Documents are immediately available after date of publication. Punjab Police will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or delivery of Bids. In case of official holiday on the day of submission, next day will be treated as closing date. The Bidding document carrying all details can be downloaded from Punjab police's website <https://www.punjabpolice.gov.pk> and PPRA Punjab website <http://www.ppra.org.pk> for information only.


AIG/Logistics,
for Provincial Police Officer,
Punjab, Lahore.
CPO Complex, 3rd Floor, Bank Road, Near Old Anarkali, Lahore
Tel: 042-99214004 Fax: 042-99211715
Website: www.punjabpolice.gov.pk


Assistant Director Logistics,
CPO, Punjab Lahore

BIDDING DOCUMENTS POLICE DEPARTMENT.

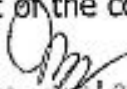
1. Police Department invites sealed bids for the procurement of aforementioned store form well-reputed firms having previous experience, financially sound and registered with the Sales Tax and Income Tax Departments. The bid should be addressed to AIG/Logistics CPO.
2. The bidders are instructed to examine the tender notice/bidding documents, term & conditions and specifications carefully. Any offer not received as per requirements is liable to be ignored. No offer shall be considered if:-
 - i). Received without required bid security i.e. (3% of the allotted budget with technical proposal) in shape of CDR/Bank Guarantee/Demand Draft/Pay order as per bidding documents in favour of AIG/Logistics CPO.
 - ii). Received after the time and date fixed for its receipt.
 - iii). The bidding documents are unsigned/unstamped.
 - iv). The price should be inclusive of all taxes per unit with total value of contract.
 - v). The offer is from a firm blacklisted, suspended or removed by any Government Department.
3. The offer must remain valid for upto 30.06.2024 from the date of opening the tender.
4. All bidder must submit their bids under "Single Stage –Two Envelope procedure as per Punjab Procurement Rules 2014, as under:-
 - i). the bid shall be consisting of Technical & Financial Proposals .
 - ii). Bids/proposals shall be sent through separate envelopes marked as "TECHNICAL PROPOSAL" & "FINANCIAL PROPOSAL"
 - iii). In the first instance, the "TECHNICAL PROPOSAL" will be opened/evaluated by the tender evaluation committee and "FINANCIAL PROPOSAL" will be referred to the purchase committee for final decision.
 - iv). No amendment in any documents shall be permitted.
 - v). The committee shall evaluate and finalize the procurement process.
 - vi). The lowest evaluated/qualified bidder shall be awarded the Contract;
5. AIG/Logistics CPO reserves the right to reject all bids or proposals in the line with Rule 35 of PPRA Rules 2014.

6. Redressal Committee

A redressal grievance committee has been constituted to decide/address the complaints / issue that may occur prior entering into contract under PPRA-2014.

7. General Terms & Conditions:

- i. The successful lowest evaluated bidders shall deposit equal to 10% of the total cost of store as performance guarantee in the form of Deposit at Call/ Bank Guarantee in favour of the AIG/Logistics, Punjab, CPO, Lahore, within the period specified in Advance Acceptance of Tender before entering in the contract. Performance guarantee shall be refunded on successful completion of the contract obligations and NOC from the Indenter.
- ii. In case of indigenous stores, the bidders who are manufacturer must indicate name and address of their works in Pakistan from where they indent to supply the store. Other must enclose authorization certificate from the manufacturer that he undertakes to manufacture the offered store on their firm's behalf strictly in accordance with tender specifications.
- iii. Bidders shall submit complete details of their, offices, workplaces, staff alongwith postal address, Phones/Fax numbers, E-mail and Website information.
- iv. The stores shall be received in CPO. No Other destination shall be acceptable. Stores shall be inspected physically and thereafter operationally tested at the cost of the contractor.
- v. The bidders are required to specify make, brand, country of origin and furnish detailed descriptive literature/catalogue (where applicable) alongwith their offers for respective item.
- vi. The Offers of warranted products and after sales service would be given preference and the same should clearly be mentioned in the bids.
- vii. The store is required as per specifications and indenter's sealed sample (where applicable), which can be seen in the office of the AIG/Logistics, Punjab CPO Complex, Lahore, in any working day during office hours.
- viii. A certificate should be given by the bidders that they will be responsible for the free replacement of stores if the same is found to be substandard and or at variance with the specification given with the bidding documents.
- ix. An affidavit should be provided by the bidders that their firm has never been blacklisted by any Government Department.
- x. Stores found not according to the standard specifications will be rejected at the cost of the contractor and may also result in forfeiture of security and blacklisting


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CPO, Punjab Lahore

the firm. However, the store may be accepted if the offered store has higher/better specification than the standard specific.

- xi. Upon receipt of stores and the inspection of stores, the inspection note and the bill for payment will be forwarded to the office of Accountant General Punjab, for payment to the Contractor.
- xii. In case of approval / acceptance of technical & financial evaluation / bid, advance acceptance letter will be issued to the qualified bidder. The bidder will be required to submit 10% performance guarantee within 3 days of the issuance of advance acceptance letter failing which the bidder will be issued final notice giving an extension of 3 days for submission of 10% performance guarantee. If the bidder does not respond to the final notice to deposit required performance guarantee, the procuring agency will be deemed to consider that the bidder is incapable to supply the mandatory merchandise/service and the said procurement process with the supplier will be treated as null and void. The deposited bid security (3%) will be confiscated.

8. Blacklisting of Contractors / Suppliers

Contractors/ Suppliers may be blacklisted, Inter alia for the following reasons:-

- i) Making false statements and allegations to gain undue advantage.
- ii) Commission of fraud.
- iii) Commission of embezzlement, criminal breach of trust, cheating, forgery, falsification or destruction of record, receiving stolen property, false use of trade-mark giving false evidence and furnishing of false information.
- iv) Failure to make payments of outstanding dues including any dues on account of contract placed at the risk and cost of the contractor.
- v) Professional misconduct i.e. failure to proceed with the signed contract, withdrawal of the commitment, quoting ridiculously lower rate and then withdrawing the offer and not responding to the written communication.
- vi) Failure to complete supply or part thereof within the contract period.
- vii) The blacklisting shall be for a specified period commensurate with the seriousness of the cause. As a general rule, the period shall not be less than three years.
- viii) The blacklisted firms would be eligible for participation in tenders at the expiry of the prescribed period unless it is determined by the authority that blacklisting for an additional period.

9. Liquidated Damages in Case of Late Deliveries of Stores

- i. The rate of the liquidated damages shall be 0.1 % of the contract price per day. The maximum amount of liquidated damages for the whole of the goods or part thereof shall be 10% of the contract price.


- ii. The penalty shall be only for the stores supplied late, except where the undelivered stores hold up the delivered stores in that case the liquidated damages shall be for the total value of the contract.
- iii. The contractor who refuses to pay liquidated damages or delays supplies shall be blacklisted. The Audit Officer shall make payment of the balance amount after deduction on liquidated damages without reference to the Purchase Officer subject to later adjustment concerned. Any subsequent refund if desired shall be treated as the refund of revenue. Refund will be made by the concerned Audit Officer on submission of bill in the usual form by the supplier. The fact of the refund will be noted against original entries of deduction to guard against double payment.
- iv. Recovery of the liquidated damages may be affected from payments due to the contractors from other purchases organizations as well.
- v. The question of refund of liquidated damages may be taken up with AIG/Logistics, CPO on the representations of the affected party and refund in full or part thereof, may be allowed on merits having regard to condoning circumstances obtaining in the case. Before, making the refund the supplier concern should be required to give an undertaking (in writing) to the effect that the decision is acceptable to him and that it shall not be subject to any legal proceedings or arbitration at a later date.

10. Extension in Delivery Period.

The evaluating extension in delivery period would be the sole discretion of AIG/Logistics CPO, examining the circumstance with or without imposing liquated damages.

11. Inspection Criteria

The contractor shall afford at his own expenses that Inspection Authority shall have full and free access at any time during the contract to the contractor's works and may notwithstanding any contractual terms to the contrary require the contractor to make arrangements for the stores or any part thereof, to be inspected at his premises or at any other place and the contractor shall reserve similar rights as regards any sub-contract he may make. The contractor shall pay all cost connected with such tests and provide without extra charges all materials, tools, labour and assistance of every kind which the Inspector may consider necessary for any tests and examination other than special or independent tests, which he shall enquire to be made on the contractor's premises, and shall pay all cost attendant thereon failing these facilities (in regard to which the Inspection Authority will be the sole Judge) at his own premises for making the tests. The contractors shall bear the cost out such test elsewhere. The contractors shall also provide and deliver free of charge at such place as the Inspection Authority may direct such material, as he may direct such material, as he may require for testing by chemical or other analysis or independent testing machine or means commonly in use according to the nature of the stores. In the event of such tests being unsatisfactory and resulting in or leading to the rejection of the stores concerned, the cost of the test will be borne by the contractor such costs will be assessed at the rates charged by the Laboratory concerned for work done for private firms and individuals.


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12. Method of Test.

The inspection authority shall have the right to put all sorts of materials forming part of some or any part thereof to such test as he may consider proper for the purpose of ascertaining whether the same are in accordance with the particulars and to cut out or off, and/or destroy a portion from each delivery for such purpose without prejudice to this right:-

- i) If the test proves satisfactory and the assignment is accepted, the quantity of stores of material expended in test will be borne by the supplier.
- ii) If the stores or materials fail in test, and the consignment is rejected the quantity expended in test will be treated as not having been delivered.

13. Arbitration.

After signing of procurement contract any dispute between parties to the contract shall be settled through arbitration. Method of arbitration would be as under:-

- i) Aggrieved party shall submit an appeal against any decision / act of the Authority (within 15 days) before AIG/Logistics CPO, who shall entrust the matter to a three members Arbitration Committee to examine the case and the committee submit its recommendations before the AIG/Logistics, CPO within 15 days.
- ii) The affected party can file (within 15 days of the decision) a revision appeal to the Addl: IGP Logistics & Procurement, Punjab against the decision of AIG/Logistics CPO. Before filing the revision appeal he should be required to give an undertaking (in writing) to the effect that the decision of the Addl: IGP Logistics & Procurement, Punjab is acceptable to him and that it shall not be subject to any legal proceeding or arbitration at a later date.

14. Schedule Of Delivery:-

The completion of store is required by the consignee as per period specified in the contract.


Assistant Director Logistics,
CPO, Punjab Lahore

BIDDING EVALUATION CRITERIA

[PLANT & MACHINERY ITEMS]

Bidding will be based on applicant fulfilling the following qualification criteria:

Checklist	Responsive	Non-Responsive
i) Registration with Income Tax Authorities (National Tax Number NTN) at least three years old (Issued till July 2020)		
ii) Copy of Registration with Sales Tax Authorities (STRN)		
iii) Copy of Registration (Professional Tax Certificate)		
iv) Affidavit on non-judicial Stamp Paper of Rs. 100 (i) The firm has not been black listed from any Department. (ii) The documents/photocopies provided with bid are authentic. In case of any fake/bogus document look at any stage. The firm shall be black listed as per Rules/Laws. (iii) Affidavit for correctness of information. (iv) Contractor/firm is not blacklisted or subject to any pending litigation with any Government or Public Department.		
v) Vendor Number with proposal/bid		
vi) Original Bid Security (vendors to submit bid in lots, specifying rate of each items. 03% of the total estimated price of lots will be attached with bid security. Rate of each item will be evaluated separately.		
vii) Firm's sample should be as per Specifications / Approved Sample.		

The firm/dealer would not be considered qualified provided the mandatory checklist is not provided.

Technical / Financial Proposals should be dully typed / printed. If any bid found hand-written, the same will be rejected.

Any one non-responsive will lead to non-responsive/disqualification and financial proposal of the same will be returned sealed/un-opened.


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CPO, Punjab Lahore

Price Schedule

Sr. No.	Name of item	Unit Price including all taxes

Detail of Items will be provided on production of Challan of Rs.500/-

Total Price in Words (Inclusive of All Applicable Taxes):

Note:

- a) **Bid for all items shall be quoted.**

Stamp & Signature of Bidder _____


Assistant Director Logistics,
CPD, Punjab Lahore

Bid Security Form

The Total Bid Security amounting to Rs. _____ (Rupees _____ only)
in shape of "Call Deposit Receipt" of the Bank (Name) _____ is attached
in accordance with Clause 14 of the Instructions to Bidders. The enclosed CDR number
is _____.

Signature of Bidder _____


Assistant Director Logistics,
CPO, Punjab Lahore

Affidavit for Correctness of information

(To be printed on PKR 100 Stamp Paper)

Name: _____

(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Employer, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by the Punjab Police of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the **PUNJAB POLICE**.

- (i) The firm has not been black listed from any Department.
- (ii) The documents/photocopies provided with bid are authentic. In case of any fake/bogus document look at any stage. The shall be black listed as per Rules/Laws.
- (iii) Affidavit for correctness of information.
- (iv) Contractor/firm is not blacklisted or subject to any pending litigation with any Government or Public Department

PUNJAB POLICE undertake to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____


Assistant Director Logistics,
CPD, Punjab Lahore

Contract Form

CONTRACT BETWEEN Punjab Police Department and M/s _____

This agreement is executed on _____

1.	Contract No.	No. _____ /C-V		
2.	Contractor's Name & Address.			
3.	Contractor's reference.			
4.	Contractor's Sales Tax No.			
5.	Indentor's Name & Address.			
6.	Particulars of Stores/Services.			
ITEM	DESCRIPTION OF STORES/SERVICES SPECIFICATIONS	Quantity	RATE PER UNIT IN RS.	TOTAL VALUE IN Rs.
7	----- <i>(As per approved sample and specifications).</i>	-----	----- <i>(Including all taxes whatsoever)</i>	----- <i>(----- only)</i>
8.	Name and Address of Consignee.			
9.	Dispatch Instructions.			
10.	Delivery/completion of services Schedule.			
11.	Place of Delivery/completion of services.			
12.	Payment.			
13.	Part Payment/Part Supply			
14.	Warranty			

15. **SPECIAL INSTRUCTIONS.**

- (a). The general and special conditions shall be the part and parcel of the contract.
- (b). The Contractor should as per terms of the contract submit his Bill on the prescribed Bill form duly machine numbered. In case of any deviation from the above-prescribed procedure the Payment Office will not be responsible for any delay so caused.
- (c). The Contractor is required to issue 'Acknowledgement' immediately on receipt of Cheque from the Payment Officer. In case he fails to acknowledge the Cheque within 07-days, his subsequent payment will be held in abeyance.
- (d). The contractor shall keep the Consignee and Inspection Authority well informed with the supply position.
- (e). Inspection Call should be sent at least two weeks before the date when the inspection is required, failing which actual date of inspection or two weeks after the receipt of the Inspection call, whichever is earlier, will be considered as the date of offering the Stores/Services for inspection.

- (f). The contractor shall return within 3 days the receipt of the contract on the enclosed SLIP duly filled in and signed in token of having received the order.
- (g). The contractor is required to send specimen signatures (in triplicate) of their authorized representative who is competent to sign the bills and receive payment on their behalf for onward transmission to Audit Officer duly attested by the Purchase Officer to enable the Audit Office to verify if payment has been received by an authorized representative of the contractor. The change of the contractor's representative authorized to sign bills and receive payments, etc. should be promptly reported by the contractor to the Audit Office as well as to the purchase officer failing which the entire responsibility for wrong payment will lie on the contractor.
- (h). In case, any minor deviation / discrepancy is observed in the delivered Stores/Services, which can be rectified without effecting the quality, the Inspection Authority, despite rejecting the whole Stores/Services, may direct the supplier to remove the same within the period fixed by the Procuring Agency, with or without imposition of liquidated damages (in case of delay). In case of non-compliance to remove the deviations / discrepancies, within due period, the Inspection Authority will have the right to reject the Stores/work done.
- (i). The firm would be responsible to change original faulty parts if required at the agreed cost.
- (j). In case of rejection of Goods/Services, the supplier shall be bound to replace the Stores or work done within stipulated time as decided by the Procuring Agency, with or without imposition of liquidated damages due to delay.
- (k). Suppliers should note that if the Stores/Services inspected and released by the Inspection authority are rejected by the consignee or actual user / consumer then the same shall be re-inspected. Re-inspection of such Stores/work done by the Inspection Authority shall be in the presence of supplier's representative. If it is concluded that rejection is justified in term and conditions of contract, Stores/work done shall stand rejected and shall be replaced by the contractor at his own risk and cost, failing which the Stores shall be purchased at his risk and expense.

16. **Liquidated Damage.**

The delivery/completion period is essence of the contract. Liquidated damages will be imposed as per Section-II GCC Clause 11 of the bidding document. If the contractor fails to adhere to the delivery/completion of services schedule and intends to seek extension thereof, it will be the sole discretion of the procuring agency either to grant or refuse extension in delivery/completion of work period, on the basis of justification/reasoning provided by the bidder.

17. **SECURITY.**

A sum of Rs.-----/- (*Rupees ----- only*) in the form of -----, dated ----- as 10% performance guarantee has been obtained as security for successful completion of the contract. In case the contractor fails to execute the contract satisfactorily, the amount of security shall be forfeited including Black listing of the firm/individual. The procuring agency also reserves the right to purchase the material from elsewhere without any notice at the risk and cost of the defaulting contractor.

Note: Further the bidding documents shall be part of contract.

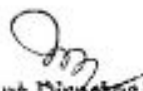
(Contractor)

AIG/Logistics
for Provincial Police Officer/IGP,
Punjab, Lahore.
(Contractee)


Assistant Director Logistics,
CPD, Punjab Lahore

List of Plant & Machinery Items

Sr.no.	Item Name	Qty.
1	Electric Heater Fine Quality	4
2	LENS F4-24x105 sony or equivalent	1
3	Video Conferencing Room Solution Mirray Zoom Device VA200 or equivalent	1
4	Sound System Stagep AS 600 BT or equivalent	1
5	Input Card 4 ports Pontus Surt 5000 XLI or equivalent	1
6	Electric Geyser Canon 10CF or equivalent	1
7	Air Purifi Machine	2
8	Mobile samsung A23 or equivalent	1
9	UPS 5-KVA Surt 5000 XLI or equivalent	1
10	Welding Plant	1


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