

Bidding Documents

For Wheat Harvesting

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Document Number

PLDDB/Proc./April-29



Punjab Livestock & Dairy Development Board

29 E-II, Model Town Lahore

Ph: 042-35915346-47; URL: www.plddb.pk



Tender Notice

For Wheat Harvesting at LES-Khizerabad, Sargodha

Punjab Livestock & Dairy Development Board (PLDDB) is a non-profit Organization established under Section 42 of the Companies Ordinance, 1984. The PLDDB has been aimed to develop Livestock & Dairy sector of the Punjab while facilitating small & large farmers in production, processing & marketing with the latest infrastructure and modern farming technologies to improve their animals' genetics and milk/ meat production ratio. PLDDB is managing a modern Livestock Farm at Livestock Experiment Station (LES) Khizerabad, district Sargodha having around 1600 acres land and 1500 small and large animals.

PLDDB intends to hire the services of a technically sound organization /individual for the 400 acres wheat harvesting and threshing at Livestock Experimental Station, Khizerabad district Sargodha.

Interested parties may send sealed envelope containing Technical & Financial Bids separately sealed in two envelopes against said items. Bidders are required to submit 2% of Financial Bid as bid security (estimated financial bid amount is Rs. 1,800,000) at the under given address on or before 4 May, 2017 till 02:00 pm. Tender will be opened at 02:30 pm on the same day in the presence of all Bidders or their authorized representatives.

Tender Document is immediately available at PPRA MIS and PLDDB official website and the same is mandatory to be obtained a signed copy from Procurement Section of PLDDB Head Office 2 days before opening of the tender while paying PKR 1,000 (non-refundable) to the Account Department of the company. PLDDB reserves the rights to accept or reject all the tenders prior to acceptance, as per PPRA rules 2014.



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Punjab Livestock & Dairy Development Board
29-EII, Model Town, Lahore
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Terms & Conditions:

- a) Parties having capacity to harvest minimum 50 acres per day may apply for the Tender.
- b) It is mandatory to finish the task within 8 days starting from the signing of the contract.
- c) Harvesting machine specifications must be "TRIPPLE BEATER".
- d) Job includes the complete procedure starting from wheat harvesting to wheat straw transportation to bunkers.
- e) Quotation should be inclusive all sort of expenses i.e. fuel, taxes, repair etc. PLDDB will not bear any cost except the amount quoted in the Financial Bid.
- f) Interested party must have the sufficient machines and man power for the harvesting of wheat and to manage the harvested wheat and wheat straw within time.
- g) Wheat will be harvested through roots for wheat straw production.
- h) Bids should be submitted in a single sealed envelope containing two envelopes of Technical & Financial bids separately (Financial bid should be quoted on "Per Acre" wheat and wheat straw management cost basis)
- i) Financial Bid should be inclusive all kind of taxes.
- j) Tenders received after due date and time will not be entertained at any cost.
- k) PLDDB encourages the legal business in the country so only NTN registered Firms may participate in the Bidding process.
- l) Successful Bidder will perform the job at LES-Khizerabad, Sargodha at their own expense; company will not bear any freight charges or other expenses like vehicle fuels, maintenance or toll taxes etc.
- m) Bidders are required to submit 2 % (refundable) of Financial Bid as earnest money along with Bid submission.

- n) Payment will be made after the jobs done in favor of the Company.
- o) PLDDB may reject all bids or proposals at any time prior to acceptance of a bid or proposal as per PPRA Rules.

Bids' Submission instructions:

Bidders are required to follow the following instructions:

1. Any offer not received as per Terms and Condition for the tender enquiry is liable to be ignored. No offer should be considered if,
 - I. Received without earnest money from unregistered firm or a firm not registered for the item / service mentioned in this tender.
 - II. Received after the time and date fixed.
 - III. The tender is unsigned.
 - IV. The offer is ambiguous.
 - V. The offer is conditional.
 - VI. The offer is from a firm blacklisted, suspended, or removed from the approved list.
 - VII. The offer is recovered from the telegram.
 - VIII. Offer received from shorter validity than required in the tender enquiry and
 - IX. The offer is for store/ service NOC confirming to specification Indicated in the tender enquiry.
2. Offer will remain valid for one year from the date of opening the tender.
3. Successful bidder will provide services within 10 days of the agreement.
4. The procuring Agency reserves the rights to purchase full or part of the store /service or ignore/scrape/cancel the tender assigning any reasons (as per PPRA Rules 2014 clause No.35).
5. (a) In the case the offer is withdrawn, amended or revised during the validity period of the order, the earnest money is liable to be forfeited.
 (b) In the case of contractor fails to execute the contract strictly in accordance with terms and conditions laid down in the contract at risk and expense.
6. The Procuring Agency reserves the right to claim compensation for the loss caused by in the delivery of store and provision of services, as per detail.

GENERAL INSTRUCTIONS

1. Tender should be addressed to the Procure Cell of PLDDB.
2. Tender should be quoted final rates both in word as well as in figures.
3. Bidders are required to submit 2% of financial bid as earnest money (refundable in case of non-successful bidding) in favor of PLDDB.
4. Any condition, ambiguous or called incomplete offer in any respect shall be ignored. No supplementary or revised offer after the opening of tender shall be entertained.
5. The tenders should indicate the tender's complete address or the place where store / service will be offered for inspection.
6. The tender shall enclose catalogue/leaflets/literature and other technical data, if any in respect of store/service offered by them.
7. The tender should specifically indicate their G.S.T. No. and Sales Tax No.
8. Any erasing / cutting / crossing etc. appearing in the offer must be properly signed by the person signing in the tender. Moreover, all pages to the tender must also be properly signed. Offer with any over-writing shall in no circumstances be accepted.
9. In case of representative's participation in the bidding process, he/ she must have NOC by the senior management of his/her office.

Shortlisting Criteria:

Bidder's Profile and Strengths			Total Marks	
Sr. No.	Criteria	Range	Max. Score	Score Obtained
1	Experience in years	05 or plus Less	20 10	
2	Renowned Public sector clients	05 or plus Less	10 05	
3	Renowned Private sector clients	05 or more Less	10 05	
4	Quality Certification by relevant authorities	Yes No	10 05	
5	Technical Score	Total Scores = 50		
6	Bidders are required a minimum 30 scores out of 50 to participate in the Financial Bid.	Obtained Score=		

Required Documents to be submitted as part of Tender Notice submission:

Following documents are required to be submitted with the Technical Bid:

- A. Valid NTN registration certificate.
- B. Company/ Firm registration certificate, authority letter in case of dealer.
- C. Bank Statement of last one year.
- D. Public & Private Client List.
- E. Copy of quality certificates (if any)
- F. Any other information.

Tender Submission Form

(Applicant's Internal Official Letter Number.....)

To,

Punjab Livestock & Dairy Development Board,
29, E-II, Model Town,
Lahore.

From,

.....,

SUBJECT: **Tender Submission for Wheat Harvesting**

Dear Sir,

It is submitted that our organizationis interested to participate in the Bidding process of Wheat Harvesting advertised by your Organization in the PPRA MIS, and official website. It is further stated that our organization is fully competent and fulfill your requirements as per your Bidding Document. Detail of our representative is as under:

Authorized person:

Signature:

Dated:

Authorities:

A- ON BEHALF OF PLDDB

Authorized Person:

Designation:

Seal:

B- ON BEHALF OF TENDER SUBMITOR

Authorized Person:

Designation:

Seal:

Bona-fide Statement by the Bidder

I hereby declare that the information and particulars furnished above by my office are true. I further declare that if any of the above particulars or information is found by the company to be inaccurate or false in any respect whatsoever, my Tender before or after the acceptance may be canceled and the whole process may be considered void ab-initio.

Authorized Signature.

Procurement section
Punjab Livestock & Dairy Development Board

Closing Remarks by Bidders

I hereby declare that the Bidding Process was transparent and proceeded as per PPRA rules-2014; the process was conducted in the presence of all bidders or their representatives and was according to the clauses mentioned in the Bidding Documents issued by PLDDB. Further I secured the score as per the quoted technical and financial bids by my office.

Authorized signature

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.....Tear Page from here to seal financial bid separate.....

**Financial Bid for
Wheat Harvesting at LES-Khizerabad, Sargodha**

To,
Procurement Committee,
PLDDB,

From,

.....,

.....,

SUBJECT: **Financial Bid for Wheat Harvesting**

Dear Committee Members,

It is hereby stated that I have participated in the tender captioned in the subject line. I am fully competent to accomplish the tasks give in the tender specifications. My financial quotation is as under and if I qualify as lowest bidder and I am awarded the job then I am bound to complete the jobs in a given time period.

Sr. #	Description	Rate/Price inclusive all Taxes	Bank Draft Date	Bank Draft Number	Bank Draft Amount

NOTE: Please tear this page and seal separately in the financial bid envelope, quotation is also required on the letterhead of the company.



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