

## **Bidding Document**

**For Purchase of 15000 ton Maize Crop for Silage purpose**

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### **Document No.**

PLDDB/Pro/Aug/2016



**Punjab Livestock & Dairy Development Board**

29 E-ii, Model Town Lahore

Ph: 042 – 35915346-47; URL: [www.plddb.pk](http://www.plddb.pk)



## **Tender Notice**

For the provision of 15000 ton Maize Crop for silage

Punjab Livestock & Dairy Development Board (PLDDB) is a non-profit Organization established under Section 42 of the Companies Ordinance, 1984. PLDDB invites sealed separately Technical & Financial Bids from interested NTN registered parties/ growers for the provision of estimated 15000 Ton Maize Crop for the purpose of Silage making at each station including Kamal Chishti Chowk, Kasur, Faisalabad road, Chaniot and Hujra Bai Pass, Dipalpur on the framework contract basis. PLDDB may shortlist the different parties for different stations keeping in view the price fluctuation.

Interested parties may send sealed envelopes of Technical & Financial Bids separately sealed. Bidders are required to submit 2% of estimated Financial Bid (estimated financial bid is Rs. 15,000,000 for each site) as bid security (refundable) at the under given address on or before 7<sup>th</sup> September, 2016 till 12:00 pm. Tender will be opened at 12:30 pm on the same day in the presence of all Bidders or their authorized representatives. Bidders are also required to submit 2% of total contract amount as performance security guarantee which will be returned after the completion of contract period.

Tender Document is immediately available at PPRA MIS and PLDDB official website and the same may be obtained from Procurement Section of PLDDB Head Office, immediately. However the bidders are required to submit PKR 1000 (non-refundable) to the Account Department of the company before the submission of Tender. PLDDB reserves the rights to accept or reject all the tenders prior to acceptance, as per PPRA rules 2014.



Project Executive, Silage  
**Punjab Livestock & Dairy Development Board**  
29-E-2, Model Town, Lahore  
Ph. 042 –35915346-47, URL: [www.plddb.pk](http://www.plddb.pk)



**Terms & Conditions:**

- a- At least 05 years experienced company/ maize grower in the same field may participate in the Bid.
- b- PLDDB required two kinds of crop, maize crop and chopped maize crop, Bidders are required to submit financial quotations for both stationed Maize crop and stationed chopped maize crop.
- c- Quantity of Maize Crop may increase or decrease as per need of PLDDB.
- d- Tenders received after due date and time will not be entertained at any cost.
- e- PLDDB encourages the legal business in the country so only NTN registered Firms/ growers may participate in the Bidding process.
- f- Bidders are required to submit 2 % (refundable) of Financial Bid as earnest money along with Bid submission.
- g- Successful Bidder will deliver the product at defined stations and company will not bear any freight charges or other expenses like vehicle fuels, maintenance or toll taxes etc.
- h- Successful Bidder is required to provide the maize crop as per requirement of PLDDB. In case of failure, the contract will be considered breached and performance security amount will be forbidden.
- i- Successful Bidder is required to provide the Maize when the PLDDB will demand, In case of failure, the contract will be considered breached and performance security amount will be not be returned.
- j- Financial invoices should be included all kinds of taxes (if any), PLDDB will not bear any tax.
- k- Quantity of maize crop may increase or decrease as per need of PLDDB under framework contract umbrella.

### مکئی کی فصل کے انتخاب کا معیار

- 1- مکئی کاٹنے کے وقت فصل میں نمی کا تناسب (Moisture Content) 65 فیصد ہو اور مکئی کا دانہ آدھا دو دھیا (Half Milk Line Silage) ہو۔
- 2- اچھی قسم کے ہائبرڈ کا بیج استعمال ہوا ہو۔
- 3- مکئی کے پودوں کا درمیانی فاصلہ کم از کم 5 سے 6 انچ اور قطار کا فاصلہ 26 سے 28 انچ ہو جبکہ قطار کی لمبائی تقریباً 1100 فٹ ہو۔
- 4- مکئی کے پودے یا چارے میں مکئی کے دانوں کی شرح تقریباً 40 فیصد ہو۔
- 5- کسی بھی وجہ سے گرمی ہوئی یا غیر معیاری فصل نہیں خریدی جائے گی۔
- 6- پھلپوں سمیت مکمل فصل کی حفاظت کا شتکار کی ذمہ داری ہوگی۔
- 7- فصل کی کٹائی کے دوران جگہ برائے مشینری، سٹور وغیرہ کا شتکار فراہم کرے گا جس کا کوئی کرایہ نہ ہوگا۔
- 8- مشینری اور ٹرالوں وغیرہ کھیت تک رسائی کے لئے تمام ہڑ راستوں کی فراہمی اور کھالوں کی گرائی وغیرہ کا شتکار کی ذمہ داری ہوگی۔
- 9- غیر معیاری اور مندرجہ بالا سینڈرز پر پورا اتارنے والی فصل کو رد کر دیا جائے گا جس کو واپس اپنے خرچے پر لے جانا ٹھیکیدار کی ذمہ داری ہوگی۔

### 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 considers 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 30 days from the date of opening the tender.
  3. Successful bidder will provide services within 30 days of the agreement.
  4. The procuring Agency reserves the right 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 Project Executive, Silage.
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

A. Bidder's Profile and Strengths		Total Marks = 15		
Sr. No.	Criteria	Range	Max. Score	Score Obtained
03	Agri/ related experience in years	10 or plus 05 or plus	20 10	
	Silage/ related experience	10 or plus 05 or plus	20 10	
04	Renowned Public sector clients	05 or plus Less	10 5	
05	Renowned Private sector clients	05 or more Less	10 05	
06	Quality Certification by relevant authorities	Yes No	10 05	
07	Technical Score	<b>Total Scores = 70</b>		
08	Bidders are required a minimum 40 scores out of 70 to participate in the Financial Bid.	<b>Obtained Score=</b>		

**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/ maize grower.
- 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 Maize crop

Dear Sir,

It is submitted that our organization .....is interested to participate in the Bidding process of Weight Scale 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.

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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