

## **Bidding Document**

For the Provision of Crop Inputs

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### **Document No.2016**

PLDDB/Pro/Sep



**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 Different Crops Inputs

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 invites sealed technical & financial quotations from NTN registered firms for the provision of following item with defined specifications:

Sr.No	Required Items	Specification	Required Quantity
1	Berseem Seed (8 x 300)	Latest & approved verity	2,400 Kg
2	Oat Seed	Latest & approved verity	5,250 Kg
3	Wheat Seed (400 x 50)	Latest & approved verity	20,000 Kg
5	Barmoxil + MCPA	300 grm per litter each	200 litrs
6	Pinaxdin	50 grm per ltr	133 litrs

Interested parties may send sealed envelopes containing sealed Technical & Financial Bids along-with 2% of estimated financial bid cost (estimated financial bid cost is Rs. 1,800,000) as Bid Security (refundable) at the under given address on or before 7<sup>th</sup> October, 2016 till 11:00 am. Tender will be opened at 11:30 am 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 may be obtained from Procurement Section of PLDDB Head Office, immediately. However the bidders are required to submit PKR 500 (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.



**Senior Manager, LES**  
**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- Parties are required to submit the financial quotation on the basis of mentioned specifications.
- b- Tender financial evaluation report will be complied on all items accumulative basis.
- c- Financial Bid should be inclusive all kind of taxes.
- d- At least 05 years experienced company in the same field may participate in the Bid.
- e- Tenders received after due date and time will not be entertained at any cost.
- f- PLDDB encourages the legal business in the country so only NTN & GST registered Firms may participate in the Bidding process.
- g- Bidders are required to submit 2 % (refundable) of Financial Bid as earnest money along with Bid submission.
- h- Successful Bidder will deliver the product at LES, Khizerabad at their own expense; company will not bear any freight charges or other expenses like vehicle fuels, maintenance or toll taxes etc.
- i- Successful Bidder is required to provide the items as per requirement of PLDDB. In case of failure, the contract will be considered breached and performance security amount will be considered forbidden.
- j- Technical member of procurement committee will approve the items, only approved items financial bid will be considered, all others will be rejected.

**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 90 days from the date of opening the tender.
3. Successful bidder will provide the items within 10 days of the job award.
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 Sr. Manager LES, Khizerabad.
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 = 70		
Sr. No.	Criteria	Range	Max. Score	Score Obtained
03	Agri Experience in years	10 or plus 05 or plus Less	20 10 05	
	Experience in Seed industry	05 or plus 03 or plus Less	20 15 05	
04	Renowned Public sector clients	05 or plus Less	10 0	
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 50 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 & GST 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- Approval certificates by relevant authorities.
- f- Copy of quality certificates (if any)
- g- 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 Crop Inputs

Dear Sir,

It is submitted that our organization .....is interested to participate in the Bidding process of crop inputs 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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