

## **Bidding Document**

**For purchase of Maize Crop for Silage**

### **Document contains**

A-	Advertisement	02
B-	Terms & Conditions	03
C	Specification of Crop	04
D-	Bid Submission Instructions	05
E-	General Instructions	06
F-	Required Documents	07
G-	Tender Submission Form	08
H-	Authorities	09
I-	Bona-fide Statement	10
J-	Bidders' acknowledgement	11

### **Document No.**

PLDDB/Proc./Sep.-0183/2021



### **Punjab Livestock & Dairy Development Board**

Office # 273, Block-B, Revenue Employees Cooperative  
Housing Society, Lahore.

☎ 042-32319810, 32210824, ✉ info@plddb.pk



## Tender Notice For the provision of Maize Crop

Punjab Livestock & Dairy Development Board (PLDDB) is a non-profit Organization established under Section 42 of the Companies Ordinance, 1984. PLDDB invites sealed Tenders from registered parties, firms and persons for the provision of following item for Silage Project.

Sr. #	Items	Quantity	Availability of Crop	Quoted Rate
1	<b>Maize Crop</b> for <b>60 Kg</b> bales	4,000 Ton	Anywhere in Punjab	Per 40 Kg

- ▶ The detailed bidding documents can be purchased on submission of request on company letter head along with Rs.1,000/- (non-refundable) from PLDDB office during working hours (09:00 am to 05:00 pm) immediately after the publication of tender notice and the same is mandatory to be obtained signed copy one (01) day before opening of the tender from Procurement Cell of PLDDB Head Office.
- ▶ Bidding shall be conducted through Open Competitive Bidding Single Stage-Two Envelops procedure as per PPRA Rules.
- ▶ The Bid Security/Earnest Money @ 1% (Rs.210,000) of estimated cost (Rs.21,000,000) in the form of “CDR i.e. Bank Draft, Pay Order etc.” in favor of “Punjab Livestock & Dairy Development Board” is required to be submitted with the Technical Bid.
- ▶ The bids shall be submitted on or before 10:30 am on September 23, 2021 and that shall be opened on 11:00 am on the same day in the presence of all Bidders or their authorized representatives.
- ▶ PLDDB reserves the rights to accept or reject all the tenders prior to acceptance, as per PPRA rules 2014.



Procurement Cell

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## **Terms & Conditions:**

1. At least 05 years experienced company/maize grower in the same field may participate in the Bid.
2. PLDDB required following types of quotations:
  - i. Chopped maize crop
  - ii. Chopped maize crop with baling and staking facility (PLDDB will provide Baling machines)
3. Maize Crop fodder will be purchased on bale weight.
4. Bidders will provided above said quantity of maize crop for 60 Kg bale at decided place.
5. Tenders received after due date and time will not be entertained at any cost.
6. Ambiguous quotations will be rejected on the spot.
7. Financial invoices will be included all sort of taxes, PLDDB will not bear any kind of tax.
8. Bidders are required to submit the financial bid along with earnest money (refundable) in shape of CDR.
9. As per rules of framework contract, bidder is bound to provide the predetermined items on the agreed rates as per financial bid according to need and demand of the procurement agency, it is not mandatory to purchase the goods in bulk. In case of failure, the contract will be considered breached and bid/performance security amount will be considered forbidden.
10. Performance Guarantee @ 5% (in shape of cheque) of the total amount of contract deposited by the successful bidder shall be retained by this office up to the complication of contract/agreement period. It will be forfeited in case of failure to comply with the conditions as specified in this document as well as contract/agreement.
11. Successful Bidder will provide the maize crop at their own expense; company will not bear any freight charges or other expenses such as vehicle fuel, repair & maintenance or toll taxes etc.
12. Quantity of maize crop may increase or decrease as per need of PLDDB under framework contract umbrella.
13. Payment will be made within a month after the delivery of the items in favor of the company.

## Specifications of Maize Crop:

### شرائط برائے فصل فراہم کنندہ

- 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 Stage) ہو۔
  - 2- اچھے بائبر ڈھنچم کا بیج استعمال ہو۔
  - 3- مکئی کی فصل میں موجود چھلیاں صحت مند اور مکمل دانوں والی ہوں۔
  - 4- مکئی کی فصل بغیر چھلیوں یا کم چھلیوں والی خرید نہیں کی جائے گی۔
  - 5- کاشتکار مکئی کا تازہ کٹا ہوا چارہ فراہم کرنے کا پابند ہوگا۔
  - 6- غیر معیاری یا کسی بھی وجہ سے گری ہوئی فصل قابل قبول نہ ہوگی۔
  - 7- چھلیوں سمیت مکمل فصل کی حفاظت کاشتکار کی ذمہ داری ہوگی۔
  - 8- گانٹھیں بنانے، گانٹھیں رکھنے، مشینری اور عملے کے رہنے کے لیے جگہ و سنور وغیرہ کاشتکار فراہم کرے گا جس کا کوئی کرایہ نہ ہوگا۔
  - 9- Season کی تمام گانٹھیں بنانے کا کام مکمل ہونے کے بعد چار ماہ تک گانٹھیں رکھنے کی جگہ بھی کاشتکار فراہم کرے گا جس کا کوئی کرایہ نہ ہوگا۔
  - 10- مشینری اور ٹرالرو وغیرہ کو کھیت / گانٹھوں تک رسائی کے لیے تمام تر ہموار راستوں کی فراہمی کاشتکار کی ذمہ داری ہوگی۔
  - 11- غیر معیاری اور مندرجہ بالا معیار پر پورا نہ آنے والی فصل کو رد کر دیا جائے گا جس کو واپس اپنے پٹرے پر لے جانا کاشتکار کی ذمہ داری ہوگی۔
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## **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 conditional.
  - v. The offer is from a firm blacklisted, suspended, or removed from the approved list.
  - vi. The offer is recovered from the telegram.
  - vii. Offer received from shorter validity than required in the tender enquiry and
  - viii. 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 services as per the agreement/contract.
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 and the procuring agency has the right to black list the firm/company on temporary or permanent basis as per PPRA rules.
  - (b) In the case of contractor fails to execute the contract strictly in accordance with terms and conditions of the tender, the contractor will bear all expenses. PLDDB will not bear any expense.
  - (c) The Procuring Agency reserves the right to cancel the contract/work order immediately and can also claim compensation for the loss caused by the bidder and forfeit the CDR of bidder.

## **GENERAL INSTRUCTIONS**

- 1) Tender should be addressed to the Procurement Cell.
- 2) Tender should be quoted final rates both in word as well as in figures.
- 3) Bidders are required to submit the financial bid along with above mentioned earnest money in shape of CDR (refundable) in case of non-successful bidding.
- 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.

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

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

1. Copy of CNIC/NTN
2. Maize grower certificate
3. Bank statement of last six months.
4. Public & Private client list.
5. Copy of quality certificates (if any)
6. Any other information.

Tender Submission Form

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

To,

**Punjab Livestock & Dairy Development Board,**  
Office # 273, Block-B, Revenue Employees Cooperative,  
Housing Society, 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 Maize Crop advertise by your Organization in the Daily National Newspapers, PPRA website and PLDDDB 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.

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**Authorized Signature**

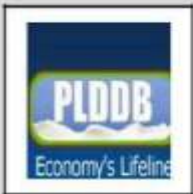
*Procurement section*  
*Punjab Livestock & Dairy Development Board*

### **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.

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**Authorized Signature**



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