

Bidding Document

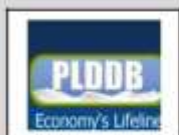
For the provision of Sorghum Seed for LES-Farm

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Document No.

PLDDB/Proc./Feb-0195/2022



Punjab Livestock & Dairy Development Board

273-B, Block B Revenue Employees Cooperative

Housing Society, PIA Road Lahore.

☎ 042-99333045-6, ✉ info@plddb.pk



Tender Notice

For the provision of Sorghum Seed for LES-Farm

Punjab Livestock and 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 individuals for the supply of the following item to LES-Farm, Khizerabad.

Sr. No.	Description	Quantity	Quoted Rate
01	Sorghum Seed (Proline Indian or Equivalent)	7,500 Kg	Per Kg

- ▶ The detailed bidding documents can be purchased on submission of request on company letter head along with Rs. 500/- (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 @ 2% (Rs.38,000) of estimated cost (Rs.1,900,000) 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 10:00 am on February 21, 2022 and that shall be opened on 10:30 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

Punjab Livestock & Dairy Development Board

273-B, Block B Revenue Employees Cooperative

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Terms & Conditions:

- A. Participants in the Bid must have at least (03) three years' experience in the same field.
- B. PLDDB promotes legal business, so only GST/NTN registered companies are allowed to bid.
- C. Parties are required to submit the financial quotation on the basis of mentioned specifications.
- D. Seeds should be healthy, clean, and free from damage, disease, and insect attack.
- E. Germination should be greater than 85%, in the case of less germination the award will be canceled, CDR will be forfeited, and the loss will be claimed.
- F. Bidders must provide a laboratory report with their technical proposal, if they offer an equivalent product.
- G. Ambiguous quotations will be rejected on the spot.
- H. Financial invoices will be included all sort of taxes, PLDDB will not bear any kind of tax.
- I. Bidders are required to submit 2% (refundable) of bid security of estimated amount with their financial bid in shape of CDR.
- J. The successful bidder will provide the item (LES-Farm Khizerabad, Sargodha) at their own expense; the company will not bear any freight costs or other expenses such as vehicle fuel, repair and maintenance, or toll taxes and unloading fees.
- K. The technical committee may reject the item during the inspection if it does not meet the standards.
- L. Successful Bidder is required to provide the items as per requirement/demand of PLDDB. In case of failure, the contract will be considered breached and bid/performance security amount will be considered forbidden.
- M. Tenders received after due date and time will not be entertained at any cost.
- N. Payment will be made within a month after the delivery of the items in favor of the company.
- O. Procuring agency has reserves the right to cancel the tender without assigning any reason.

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. The offer will remain valid for 90 days after it's opened.
3. The winning bidder will be responsible for providing the services in accordance with the contract.
4. Procuring agency may purchase all or part of the store/service or may ignore, scrap, or cancel the tender without assigning reasons (as per Article 35 of the PPRA Rules 2014).
 - (a) As per the PPRA rules, if 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 blacklist the firm/company on a temporary basis or permanently.
 - (b) A contractor who fails to perform the contract strictly according to the terms and conditions of the tender will be responsible for all costs incurred. PLDDB will not be responsible for any costs.
 - (c) The Procuring Agency reserves the right to terminate the contract/work order immediately and can also claim compensation for the loss incurred by the bidder and forfeit the bidder's CDR.

GENERAL INSTRUCTIONS

- 1) Tender should be addressed to the Procurement Cell.
- 2) Bids must be quoted on company's letter pad duly signed stamped by the bidder.
- 3) Tender should be quoted final rates both in word as well as in figures.
- 4) Bidders are required to submit 2% of financial bid as earnest money (refundable in case of non-successful bidding) in favor of PLDDB.
- 5) 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.
- 6) The tenders should indicate the tender's complete address or the place where store / service will be offered for inspection.
- 7) The tender shall enclose catalogue/leaflets/literature and other technical data, if any in respect of store/service offered by them.
- 8) The tender should specifically indicate their G.S.T. No. and Sales Tax No.
- 9) 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.
- 10) 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. Valid NTN registration certificate.
2. Copy of CNIC (Country National Identity Card)
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,
273-B, Block B Revenue Employees Cooperative,
Housing Society, PIA Road Lahore.

From,

SUBJECT: **Tender Submission Sorghum Seed for LES-Farm**

Dear Sir,

It is submitted that our organizationis interested to participate in the Bidding process of Sorghum Seed for LES-Farm sorghum seed advertised by your Organization in the PPRA website and PLDDB 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

My declaration is that the bidding process was transparent and conducted as per the PPRA rule 2014; it was conducted in the presence of all bidders or their representatives and according to the terms and conditions set out in the documents issued by PLDDB. Furthermore, I was able to obtain the score that was based on the quoted technical and financial bids from my office.

Authorized Signature



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