

Tender Covering Form  
**Directorate of Procurement (Navy)**

Through Bahria Gate  
Near SNIDS Centre,  
Naval Residential Complex E-8  
ISLAMABAD  
Contact: Reception: 051-9262311  
Bahria Gate: 0331-5540649  
Section: 051-9262304  
Email: dpn@paknavy.gov.pk  
adpn31pre@paknavy.gov.pk

P-31/FOB Section (Contact: 051-9262304, Email: adpn31pre@paknavy.gov.pk)

Tender No and Date \_\_\_\_\_  
Tender \_\_\_\_\_  
IT Opening Date \_\_\_\_\_  
IT Opening Date \_\_\_\_\_  
Firm Name \_\_\_\_\_  
Postal Address \_\_\_\_\_  
Email Address for \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Contact Number (Landline \_\_\_\_\_) (Mobile \_\_\_\_\_)

Document to be Attached with Quotation

Firm is to submit its proposal in a sealed envelope which shall contain 03 x Sealed Envelops as per details given below:

Sealed Envelop 1 – Technical Offer in Duplicate

This envelope must contain 02 x sets of Technical Offer (01 x Original + 01 x Copy). Each Set must contain following documents as per this order and Supplier is to mark tick against each to ensure that these documents have been attached:

S No	Document	Original Set	Copy Set
1	Bank Challan		
2	Principal Authorization Letter (where applicable)		
3	Principal Invoice (Muted – without Price) (where applicable)		
4	DP -1 Form of IT (with compliance remarks)		
5	DP – 2 Form of IT with compliance remarks against each		
6	Technical Offer / Specs		
7	Annex A of IT (with compliance remarks)		
8	Annex B and C of IT (with compliance remarks)		
9	DP-3 form of IT (duly filled and signed)		
10	DGDP Registration Letter (If firm is registered with DGDP)		
11	Tax Filling Proof		

Sealed Envelop 2 – Earnest Money

This Envelop must contain Earnest Money only.

Sealed Envelop 3 – Commercial Offer

1	Firms Commercial Offer	01 x Original	
2	Principal Invoice (where applicable)	01 x Original	

3	Duly filled DP-2 Form of IT	01 x Original	
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Firms Declaration

It is certified that we have submitted tender in compliance with above instructions and we understand that our offer is liable to rejection if tender is not prepared / packed as per above instructions.

Firm's Authorized Signatures\_\_\_\_\_

DIRECTORATE PROCUREMENT (NAVY)

Directorate of Procurement (Navy)

Through Bahria Gate

Near SNIDS Centre,

Naval Residential

Contact: Reception: 051-9262311

Bahria Gate: 0331-

5540649

Section: 051-9262304

Email: [dpn@paknavy.gov.pk](mailto:dpn@paknavy.gov.pk)

[adpn31pre@paknavy.gov.pk](mailto:adpn31pre@paknavy.gov.pk)

M/s \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Dated :

INVITATION TO TENDER AND GENERAL INSTRUCTIONS

Dear Sir / Madem,

1. DP (Navy) invites you to tender for the supply of stores/equipment/ services as per details given in attached Schedule to Tender (Form DP-2).

2 Caution: This tender and subsequent contract agreement awarded to the successful bidder is governed by the rules / conditions as laid down in PPRA Rules-2004 and DPP I-35 (Revised 2019) covering general terms and conditions of contracts laid down by MoDP / DGDP. As a potential bidder, it is incumbent upon you and your firm to first acquaint yourself with PPRA Rules 2004 ([www.ppra.org.pk](http://www.ppra.org.pk)) and DPP I-35 (Revised 2019) (print copy may be obtained from DGDP Registration Cell on Phone No. 051-9270967 before participating in the tender. If your firm / company possesses requisite technical as well financial capability, you must be registered or willing to register with DGDP to qualify for award of contract, which shall be made after security clearance and provision of required registration documents mentioned in Para 15 of this DP-1.

Understood  
agreed

Understood  
not agreed



3 Conditions Governing Contracts. The 'Contract' made as result of this I/T (Invitation to Tender) i.a.w PPRA Rules 2004 shall mean the agreement entered into between the parties i.e. the „Purchaser and the „Seller on Directorate General Defence Purchase (DGDP) contract Form “DP-19” in accordance with the law of contract Act, 1872 and hose contained in Defence Purchase Procedure and Instructions and DPP I-35 (Revised 2019) and other special conditions that may be added to given contract for the supply of Defence Stores / Services specified herein.

Understood  
agreed

Understood  
not agreed

4 Delivery of Tender: The tender documents covering technical and commercial offers are to be furnished as under:-

a Commercial Offer: The commercial offer will be in single copy and indicate prices quoted in figures as well as in words in the currency mentioned in IT. It should be clearly marked in fact on a separate sealed envelope "Commercial Offer", tender number and date of opening. Taxes, duties, freight/transportation, insurance charges etc are to be indicated separately. Total price of the items quoted against the tender is to be clearly mentioned. In case of more than one option offered by the firm, DP(N) reserves the right to accept lowest technically accepted option if more than one options were accepted in Technical Scrutiny Report.

Understood agreed      Understood not agreed

    

b Technical Offer: (Where Applicable). Should contain all relevant specifications in DUPLICATE (or as specified in IT) along with essential literature/brochure, drawings and compliance metrics in a separate sealed envelope and clearly marked "Technical Offer" without prices, with tender number and date of opening. Technical offer shall be opened first; half an hour after the date and time for receipt of tender mentioned in DP-2. Firms are to confirm/comply with IT technical specification in the following format:

Understood agreed      Understood not agreed

    

S. No	Technical requirement as per IT	Firm's endorsement (Comply/Partially Comply/Non Comply)	Basis of C, PC of NC i.e. Refer to page or brochure	In case of non availability of enclosed proof from brochure/ Literature, quote/attach additional documents/data/undertaking as proof of compliance

(Legend: C = Fully Comply, PC = Partially Comply, NC = Not Comply)

(Firms must clearly identify where their offer does not meet or deviates from IT Specs)

c Special Instructions. Tender documents and its conditions may please be read point by point and understood properly before quoting. All tender conditions should be responded clearly. In case of any deviation due to non-acceptance of tender conditions(s), the same should be highlighted alongwith your offered conditions. Tender may however be liable to be rejected.

Understood agreed      Understood not agreed

    

d Firms shall submit their offers in two separate envelopes (i.e. one copy of commercial offer and two copies of the technical offers as asked in the IT) and envelopes clearly marked "Technical proposal", "Commercial proposal" in bold. The commercial offer will include rates of items/services called for and the technical offer will not indicate the rates. Both types of offers are to be enclosed in separate covers and each envelope shall be properly sealed bearing of the bidder. Each cover shall indicate type of offer, number and date of IT and IT opening date. Thereafter both the envelopes (technical and commercial offer) shall be placed in one envelope (second cover) duly sealed and signed. This cover should bear the address

of the procurement agency indicating, issuance date of IT and No, with its opening date. This should be further placed in another cover (third cover), addressed and indicated in the tender documents, without any indication that there is a tender within it.

e FORM DP-1, DP-2, DP-3 and Questionnaires. Form DP-1, DP-2 (alongwith annexes), DP-3 and Questionnaires duly filled in are to be submitted with the technical offer duly stamped/signed by the authorized signatory/ person. It is pertinent to mention that all these are essential requirement for participation in the tender.

	Understood agreed	Understood not agreed
	<input type="checkbox"/>	<input type="checkbox"/>

f. The tender duly sealed will be addressed to the following:-

**Directorate of Procurement (Navy)**

Through Bahria Gate  
Near SNIDS Centre,  
Naval Residential

Contact: Reception: 051-9262311  
Bahria Gate: 0331-  
5540649

Section: 051-9262304  
Email: dpn@paknavy.gov.pk  
adpn31pre@paknavy.

5 Date and Time For Receipt of Tender. Tender must reach this office by the date and time specified in the Schedule to Tender (Form DP-2) attached. This Directorate will not accept any excuse of delay occurring in post. Tenders received after the appointed/ fixed time will NOT be entertained. The appointed time will, however, fall on next working day in case of closed/forced holiday. Only legitimate/registered representatives of firm will be allowed to attend tender opening. In case your firm has sent tender documents by registered post or courier service, you may confirm their receipt at DP (Navy) on Phone No 051-9271468 well before the opening date / time.

	Understood agreed	Understood not agreed
	<input type="checkbox"/>	<input type="checkbox"/>

6 Tender Opening. Tenders will be opened as mentioned in the schedule to tender. Commercial offers will be opened at later stage if Technical Offer is found acceptable on examination by technical authorities of Service HQ. Date and time for opening of Commercial offer shall be intimated later. Only legitimate / registered representative of firm will be allowed to attend tender opening. Tenders received after date and time specified in DP-2 would be rejected without exception and returned un-opened i.a.w Rule 28 of PPRA-2004.

	Understood agreed	Understood not agreed
	<input type="checkbox"/>	<input type="checkbox"/>

7. Validity of Offer.

	Understood agreed	Understood not agreed
	<input type="checkbox"/>	<input type="checkbox"/>

a. The validity period of quotations must be indicated and should invariably be 120 days from the date of opening of Technical offer or 30th June whichever is later. Firm undertakes to extend validity of offer if required by equal number of original bid period (i.e. 120 days as per original offer) i.a.w PPRA Rule-26.

b. The quoting firm will certify that in case of an additional requirement of the contract items (s) in any qty(s) within a period of 12 months from the date of signing the contract, these will also be supplied at the ongoing contract rates with discount.

8 Part Bid Firm may quote for the whole or any portion, or to state in the tender that the rate quoted, shall apply only if the entire quantity/range of stores is taken from the firm. The Director Procurement reserves the right of accepting the whole or any part of the tender or portion of the quantity offered, and firm shall supply these at the rate quoted.

Understood agreed      Understood not agreed

    

9 Quoting of Rates. Only one rate will be quoted for entire quantity, item wise. In case quoted rates are deliberately kept hidden or lumped together to trick other competitors for winning contract as lowest bidder, DP(N) reserves the right to reject such offers on-spot besides confiscating firms Earnest Money / Bid Security and take appropriate disciplinary action. Conversion rate of FE/LC components will be considered w.e.f. opening of commercial offer as per PPRA Rule-30(2).

Understood agreed      Understood not agreed

    

10. Return of I/T. ITs are to be handled as per following guidelines:

Understood agreed      Understood not agreed

a. In case you are Not quoting, please return the tender inquiry stating the reason of NOT quoting. In case of failure to return the ITs either quoted or not quoted consequently on three occasions, this Directorate, in the interest of economy, will consider the exclusion of your firms name from our future distribution list of invitation to tender.

    

b. For registered firm(s), case will be referred to DGDP for necessary administrative action if firms registered / indexed for tendered items/stores do not quote / participate.

c. It is a standard practice to invite all firm(s) including those unregistered with DGDP who gave their preliminary budgetary/ technical proposals to end users / indentors. If your firm has been invited to participate in the tender, you must either participate in tender. In case of your inability to do so, you must inform DP (Navy) by a formal letter/email.

11. Withdrawal of Offer. Firms shall not withdraw their commercial offers before signing of the contract and within validity period of their offers. In case the firm withdraws its offer within validity period and before signing of the contract, Earnest Money of the firm shall be confiscated and disciplinary action may also be initiated for embargo up to 01 year.

Understood agreed      Understood not agreed

    

12. Provision of Documents in case of In case any firm wins a contract, it will deposit following documents before award of contract:

Understood agreed      Understood not agreed

- a. Proof of firms financial capability.
- b. Foreign Seller has to provide its Registration Number issued by respective Department of Commerce authorizing export of subject stores.
- c. Principal/Agency Agreement.
- d. Registration with DGDP (Provisional Registration is mandatory)

    

13. Treasury Challan.

Understood agreed      Understood not agreed

a. Offers by registered firms must be accompanied with a Challan form of Rs.200/- (obtainable from State Bank of Pakistan/Government Treasury) and debit able to Major Head C02501-20, Main Head-12, Sub Head 'A' Miscellaneous (Code Head 1/845/30). Each offer will be covered by one Challan.

    

b. Firms, un-registered / un-indexed with GDP (Registration Section) are to participate in the tender by submitting Challan Form of Rs 300 in favour of CMA (DP).

14. Earnest Money/Tender Bond: Please ensure Earnest Money is contained in a separate envelop (not inside Technical or commercial offer). Offer is liable to be rejected in case Earnest Money is packed inside commercial or Technical offer. Your tender must be accompanied by a Call Deposit Receipt (CDR) in favor of CMA (DP), Rawalpindi for the following amounts:-

Understood agreed      Understood not agreed



a. Submitting improper Earnest Money/Bid Security furnished with tender is strictly in conformity of tender/IT conditions (Clause 14 of DP-1 and clause 10 of DP-2) on the subject. We have no objection on confiscation of Earnest Money/Bid security and rejection of our offer in case amount of Earnest Money/Bid Security is improper/insufficient in violation of IT condition.

b. Rates for Contract. The rate of earnest money and its maximum ceil for different categories OF FIRMS would be as under:-

(i) Registered/Indexed/Pre-Qualified Firms. 2% of the quoted value subject to maximum ceiling of Rs. 0.500 Million.

(ii) Registered/Pre-Qualified but Un-indexed 3% of the quoted value subject to maximum ceiling of Rs. 0.750 Million.

(iii) Unregistered/not Pre-Qualified/Un-indexed 5% of the quoted value subject to maximum ceiling of Rs. 1.000 Million.

c. Return of Earnest Money. (i) Earnest money to the unsuccessful bidders will be returned on finalization of the contract.

(ii) Earnest money of the firm/firms with whom contract is concluded will be returned on submission of Bank Guarantee and its acceptance by CMA (DP).

15. Documents for provisional registration: In case your firm wins a contract on Earnest Money (EM) , it will deposit following documents to DGDP (Registration Section) before the award of contract for provisional registration:-

Understood agreed      Understood not agreed



S No	Local Supplier	Foreign Supplier
a.	Three filled copies of SVA-8121 of each member of management.	Three filled copies of SVA-8121-D of each member of management.
b.	Three filled copies of SVA-8121-A	Three filled copies of SVA-8121.
c.	Three photocopies of NIC for each member of management.	Three photocopy of Resident Card or equivalent identification Card for each member of management.
d.	Three PP size photographs for each member of management.r	Three PP size Photographs for each member of management.
e.	Challan Form	Challan Form
f.	Bank Statement for last one year.	Financial standing/audit balance
g.	Photocopy of NTN	Photocopy of passport
h.	Foreign Principal Agency Agreement in case of local agent.	Agency Agreement in case of Trading House/ Company/ Exporter /Stockiest etc.

16. Inspection Authority. CINS, Joint Inspection will be carried out by INS, Consignee and Specialist User or a team nominated by Pakistan Navy. CINS inspection shall be as prescribed in DPP I-35 and PP and I (Revised 2019) or as per terms of the contract.

Understood agreed      Understood not agreed

    

17. Condition of Stores. Brand new stores will be accepted on Firms Warranty/Guarantee Form DPL-15 enclosed with contract.

Understood agreed      Understood not agreed

    

18. Documents Required. Following documents are required to be submitted along with the quote:

Understood agreed      Understood not agreed

- a. OEM/Authorized Dealer/Agent Certificate along with OEM Dealership Evidence.
- b. The firm/supplier shall provide correct and valid e-mail and Fax No to CINS and DP(N). Supplier/contracting firm shall either provide OEM Conformance Certificate to CINS or is to be e-mailed to CINS under intimation to DP (Navy). Hard copy of COC must follow in any case through courier. On receipt, CINS shall approach the OEM for verification of Conformance Certificates issued by OEM. Companies/firms rendering false OEM Conforming Certificates will be blacklisted.
- c. Original quotation/Principal/OEM proforma invoice.
- d. In case of bulk proforma invoice, a certificate that prices indicated in the bulk proforma invoice have not been decreased since the date of bulk proforma invoice from the manufacturers/suppliers.
- e. Submit breakup of cost of stores/services on the following lines:
  - (i) Imported material with break down item wise along-with import duties.
  - (ii) Variable business overheads like taxes and duties imposed by the federal/provincial government as applicable:-
    - (1) General Sales Tax
    - (2) Income Tax
    - (3) Custom Duty. PCT code along with photocopy of the related page is to be attached where applicable.
    - (4) Any other
  - (iii) Fixed overhead charges like labour, electricity etc.
  - (iv) Agent commission/profit, if any.
  - (v) Any other expenditure/cost/service/remuneration as asked for in the tender.

19. Rejection of Stores/Services. The stores/services offered as a result of contract concluded against this tender may be rejected as follows:

Understood agreed      Understood not agreed

- a. 1st rejection on Govt. expense
  - b. 2nd rejection on supplier expense
  - c. 3rd rejection contract cancellation will be initiated.
-



2 0 . Rejection of Stores/Services.

To ensure timely and correct supply of stores the firm will furnish an unconditional Bank Guarantee (BG in the currency in which contract is concluded) from a schedule Bank of Pakistan for an amount upto 10 % of the contract value (excluding Taxes, duties/freight handling charges) on a Judicial Stamp Paper (All pages) of the value of (Rs 100.00) as per prescribed format or in shape of CSD/Bank draft. The Bank Guarantee shall be endorsed in favour of CMA (DP) Rawalpindi who is the Accounts Officer specified in the contract. The CMA (DP) Rawalpindi has the like power of seeking encashment of the Bank Guarantee as if the same has been demanded by the purchaser himself. The Bank Guarantee shall be produced by the supplier within 30 days from the date of issue of the contract and remain valid for upto 60 days after completion of warranty period and remain in force till one year ahead of the delivery date given in the contract. If delivery period is extended, the supplier shall arrange the extension of Bank Guarantee within 30 days after the original delivery period to keep its validity always one year ahead of the extended delivery period. The BG form can be obtained from DP(N) on e-mail address given on page 1. Format of BG is enclosed at Annex B.

Understood  
agreed

Understood  
not agreed

2 1 . Integrity Pact.

There shall be "zero tolerance" against bribes, gifts, commission and inducement of any kind or their promises thereof by Supplier / Firm to any Government official / staff whether to solicit any undue benefit, favour or otherwise. Following provisions must be clearly read and understood for strict compliance:

Understood  
agreed

Understood  
not agreed

a. Integrity Pact shall be applicable to all tenders / contracts irrespective of their financial value. However, a written Integrity Pact shall be signed for contracts exceeding Rs 10 Million between the procuring agency and the supplier / contractor i.a.w Rule-7 of PPRA-2004. The form is available at [www.ppra.org.pk](http://www.ppra.org.pk) or can be requested at [dpnavy@paknavy.gov.pk](mailto:dpnavy@paknavy.gov.pk)

b. If a Supplier / Contractor is found involved in any unbusiness-like / unethical activity, same would be considered a serious breach of the Integrity Pact. DP (Navy) shall take severe disciplinary action against that person(s) and the firm / company, which may include, but not limited to, PERMANENT BLACKLISTING of firm / company through DGDP and legal action against the individual (s) involved as per Pakistans Code of Criminal Procedure.

c. It is strictly forbidden to socialize, call or meet any official / staff of DP (Navy) in private or during off hours. If any official / staff from Purchaser side asks for any undue favour or gratification directly or indirectly, the matter is to be immediately brought to the personal notice of Director Procurement (Navy) on Tel: 051-9271468 or through a personal meeting

2 2 . Correspondence.

All correspondence will be addressed to the Purchaser i.e. DP (Navy). Correspondence with regard to payment or issue of delivery receipt may be addressed to CMA Rawalpindi and Consignee respectively with copy endorsed to the DP (Navy).

Understood  
agreed

Understood  
not agreed

2 3 . Pre-Shipment Inspection.

PN may send a team of officers including DP(N) member for the inspection of major equipments and machinery items at OEM premises as per terms of contract. If not already provided for and mentioned in the I.T, firm(s) must clarify the place, number of persons, duration and whether expenses on such visits would be borne by the Purchaser or Contractor. In case contractor is responsible for bearing such expenses, detailed breakdown of the same should be given separately in the commercial offer.

Understood  
agreed

Understood  
not agreed

24. Amendment to Contract. Contract may be amended/modified to include fresh clause (s) modify the existing clauses with the mutual agreement by the supplier and the purchaser; such modification shall form an integral part of the contract

Understood  
agreed

Understood  
not agreed

25. Discrepancy. The consignee will render a discrepancy report to all concerned within 60 days after receipt of stores for discrepancies found in the consignment. The quantities found short are to be made good by the supplier, free of cost.

Understood  
agreed

Understood  
not agreed

26. Price Variation.

Understood  
agreed

Understood  
not agreed

a. Prices offered against this tender are to be firm and final.

b. Where the prices of the contracted stores/raw material are controlled by the government or an agency competent to do so on government behalf then price increase/decrease will be allowed at actual on case to case basis on production of government notification by the Supplier for the subject stores where the firms are contractually obliged and bound to produce the stores from raw materials supplied by government/State controlled departments in consultation with Military Finance.

c. Except for calculation or typographical errors, the rates of the contracts not having a price variation clause PVC clause will not be increased subsequently. But when such an increase is considered desirable in the interest of expeditious supply of stores and is necessitated by the circumstances beyond the control of the Supplier, the case may be decided accordingly.

27. Force Majeure.

Understood  
agreed

Understood  
not agreed

a. The supplier will not be held responsible for any delay occurring in supply of equipment due to event of Force Majeure such as acts of God, War, Civil commotion, Strike, Lockouts, Act of Foreign Government and its agencies and disturbance directly affecting the supplier over which events or circumstances the supplier has no control. In such an event the supplier shall inform the purchaser within 15 days of the happening and within the same timeframe about the discontinuation of such circumstances / happening in writing. Non-availability of raw material for the manufacture of stores, or of export permit for the contracted stores from the country of its origin, shall not constitute Force Majeure.

b. The Supplier shall provide the Purchaser with all the necessary proof of the occurrence of the events and its effect on the contract performance within 30 days from the start to force majeure event.

c. The Purchaser shall be entitled to conduct investigation into the cause of delay reported by the Supplier.

d. Where the delay was due to genuine force majeure event it shall extend the delivery for a period of equal to the period in which such force majeure remains operative.

e. Such extension in delivery period, due to force majeure, shall not entitle the Suppliers to claim any extra from the Purchaser.

28. Arbitration. Parties shall make their attempt to settle all disputes arising under this contract through friendly discussions in good faith. In the event that either party shall perceive such friendly discussion to be making insufficient progress towards settlement of dispute (s) at any time, then such party may be written notice to the other party refer the dispute (s) to final and binding arbitration as provided below:

Understood agreed      Understood not agreed

<input type="checkbox"/>	<input type="checkbox"/>
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- a. The dispute will be referred for adjudication to two arbitrators one to be nominated by each party, who before entering upon the reference shall appoint an umpire by mutual agreement, and if they do not agree a judge of the Superior court shall be requested to appoint the umpire. The arbitration proceedings shall be held in Pakistan and under Pakistani Law.
- b. The venue of the arbitration shall be the place from which the contract is issued or such other places as the Purchaser at his discretion may determine.
- c. The arbitration award shall be firm and final.
- d. In course of arbitration the contract shall be continuously be executed except that part which is under arbitration
- e. All proceedings under this clause shall be conducted in English language and in writing

29. Court of Jurisdiction. In case of any dispute only court of jurisdiction at Rawalpindi, Pakistan shall have jurisdiction to decide the matter

Understood agreed      Understood not agreed

<input type="checkbox"/>	<input type="checkbox"/>
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30. Liquidated Damages(LD). Liquidated Damages upto 2% per month are liable to be imposed on the suppliers by the purchaser in accordance with DP35, if the stores supplied after the expiry of the delivery date without any valid reasons. Total value of LD shall not exceed 10% of the contract value.

Understood agreed      Understood not agreed

<input type="checkbox"/>	<input type="checkbox"/>
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31. Risk Purchase. In the event of failure on the part of supplier to comply with the contractual obligations the contract will be cancelled at the Risk and Expense (RE) of the supplier in accordance with DPP I-35.

Understood agreed      Understood not agreed

<input type="checkbox"/>	<input type="checkbox"/>
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32. Compensation Breach of Contract. If the contractor fails to supply the contracted stores or contract is cancelled either on RE or without RE or contract become ineffective due to default of supplier / seller or stores / equipment declared defective and caused loss to the Government, contractor shall be liable to pay to the Government compensation for loss or inconvenience resulting for his default or from the rescission of his contract when such default or rescission take place such compensation will be in excess to the RE amount, if imposed by the competent authority. Compensation amount in terms of money will be decided by the purchase officer and will be deposited by contractor / seller in Government treasury in the currency of contract.

Understood agreed      Understood not agreed

<input type="checkbox"/>	<input type="checkbox"/>
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33. Gratuities/Commission/Gifts. No commission, rebate, bonus, fee or compensation in any form shall be paid to any local or foreign agent, consultant representative, sales promoter or any intermediary by the Manufacturer/Supplier except the agent commission payable as per the agent commission policy of the government and as amended from time to time and given in the contract. Any breach of such clause(s) of the contract by Manufacturer/Supplier and/or their sole nominated representative may result in cancellation of the contract blacklisting of the Manufacturer/Supplier financial penalties and all or any other punitive measure which the purchaser may consider appropriate.

Understood agreed      Understood not agreed



34. Termination of Contract.

Understood agreed      Understood not agreed

a. If at any time during the currency of the contract the Purchaser decides to terminate the contract for any reason whatsoever (other than for reasons of Non-Delivery) he shall have right to do so by giving the Supplier a registered notice to that effect. In that event the Purchaser will accept delivery at the contract price and terms of such stores/goods/services which are in the actual process of manufacture that is completed and ready for delivery within thirty days after receipt by the Supplier of such notice.



b. In the case of remainder of the undelivered stores/goods/services the Purchaser may elect either:

(i) To have any part thereof completed and take the delivery thereof at the contract price or.

(ii) To cancel the remaining quantity and pay to the Supplier for the articles or sub-components or raw materials purchased by the Supplier and are in the actual process of manufacture at the price to be determined by the Purchaser. In such a case materials in the process of manufacture shall be delivered by the Supplier to the Purchaser.

c. Should the Supplier fail to deliver goods/services in time as per quality terms of contract or fail to render Bank Guarantee within the stipulated time period or any breach of the contract the Purchaser reserves the right to terminate/cancel the contract fully or any part thereof at the risk and

35. Rights Reserved.

Directorate of Procurement (Navy), Rawalpindi reserves full rights to accept or reject any or all offers including the lowest. Grounds for such rejections may be communicated to the bidder upon written request, but justification for grounds is not required as per PPRA Rule 33 (1)

Understood agreed      Understood not agreed



36. Application of Official Secrets Act, 1923.

All the matters connected with this enquiry and subsequent actions arising there from come within the scope of the Official Secrets Act, 1923. You are, therefore, requested to ensure complete secrecy regarding documents and stores concerned with the enquiry and to limit the number of your employees having access to this information.

Understood agreed      Understood not agreed

37. Acknowledgment. Firms will send acknowledgement slips within 07 days from the date of downloading of IT from the PPRA Website i.e. WWW.PPRA.ORG.PK

Understood agreed      Understood not agreed

    

38. Disqualification. Offers are liable to be rejected if:-

Understood agreed      Understood not agreed

- a. Received later than appointed/fixed date and time.
- b. Offers are found conditional or incomplete in any respect.
- c. There is any deviation from the General /Special/Technical Instructions contained in this tender.
- d. Forms DP-1, DP-2 (along with Annexes), and DP-3 duly signed, are NOT received with the technical offer.
- e. Taxes and duties, freight/transportation and insurance charges NOT indicated separately as per required price breakdown mentioned at Para 17.
- f. Treasury challan is NOT attached with the technical offer.
- g. Multiple rates are quoted against one item.
- h. Manufacturers relevant brochures and technical details on major equipment assemblies are not attached in support of specifications.
- i. Subject to restriction of export license.
- j. Offers (commercial/technical) containing non-initialed/ unauthenticated amendments/corrections/overwriting.
- k. If the validity of the agency agreement is expired.
- l. The commercial offer against FOB/CIF/CandF tender is quoted in local currency and vice versa.
- m. Principals invoice in duplicate clearly indicating whether prices quoted are inclusive or exclusive of the agent commission is not enclosed.
- n. Earnest money is not provided.
- o. Earnest Money is not provided with the technical offer (or as specified).
- p. If validity of offer is not quoted as required in IT or made subject to confirmation later.
- q. Offer made through Fax/E-mail/Cable/Telex.
- r. If offer is found to be based on cartel action in connivance with other sources/ participants of the tender.
- s. If OEM and principal name and complete address is not mentioned.
- t. Original Principal Invoice is not attached with offer.

    

39. Appeals by Supplier/Firm. Any aggrieved Supplier/Firm against the decision of DP (N) or CINS or any other problematic area towards the execution of the contract may prefer an Appeal to Standing Appeal Committee (SAC) comprising PN Officers and military finance rep at Naval headquarters, Islamabad. The detail and timeline for preferring appeals is given below:

Understood agreed      Understood not agreed

    

S.No	Cetegary of Appeal	Limitation Period
a	Appeals for liquidated damages	Within 30 days decision
b	Appeals for reinstatement of contracts	Within 30 days decision
c	Appeals for risk and expense amount	Within 30 days decision
d	Appeals for rejection of stores	Within 30 days decision
e	Appeals in all other Cases	Within 30 days decision

40. Limitation Any appeal received after the lapse of timelines given in para 39 above shall not be entertained.

Understood agreed      Understood not agreed

41. For Firms not Registered with DGDP. For Firms not Registered with DGDP. Firms not registered with DGDP undertake to apply for registration with DGDP prior signing of Contract. Details can be found on DGDP website ww.dgdp.gov.pk. These firms can participate in tender iaw paras 12 and 14 above

Understood agreed

Understood not agreed

42. Firms which are not registered with DGDP should initiate provisional registration in accordance with Para 41. Besides, ground check by Field Security (FS) Team will be made for security clearance related to participation in the tender after technical opening. Firms undertake to provide following documents for ground check by FS Team:

Understood agreed

Understood not agreed

- a. NTN
- b. Income Tax Return
- c. Sales Tax Return
- d. Sales Tax Certificate
- e. Chamber of Commerce Industry Certificate
- f. Professional Tax Certificate (Excise and Taxation)
- g. Office/Home/Ware House Property documents
- h. Utility Bills (Phone/Electricity)
- j. Firm Vehicle/Personal Vehicle
- k. CEO Visiting Card/NIC Copy, 03Xspecimen signature of CEO
- l. DGDP Registration letter
- m. Firm Bank Statement
- n. Non Black List Certificate
- p. 2 X Witness + CNIC and Mobile Numbers
- q. Police Verification
- r. Agency Agreement
- s. OEM Certificate
- t. ISO Certificate
- u. Stock List with value
- v. Company Profile/Broachers
- w. Employees List
- x. Firm Categories
- y. Sole Proprietor Certificate
- z. Partnership Deed
- aa. Pvt Limited
- ab. Memorandum of Articles
- ac. Form 29 and Form A
- ad. Incorporation Certificate

43. We solemnly undertake that all IT clauses marked as "Understood and Agreed" shall not be changed / withdrawn after tender opening. The IT provisions accepted shall form the baseline for subsequent contract negotiations.

Understood  
agreed

Understood  
not agreed

44. The above terms and conditions are confirmed in total for acceptance.  
45. Format of DPL-15 (warranty form) and PBG are enclosed as Annex A and B.

Sincerely yours,

\_\_\_\_\_  
(To be Signed by Officer Concerned)

Rank: \_\_\_\_\_

NAME: \_\_\_\_\_

DPL-15 (WARRANTY)

FIRM'S NAME M/s \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1. We hereby guarantee that the articles supplied under the terms of this contract are produced new in accordance with approved drawings/specification and in all respect in accordance with the terms of the contract, and the materials used whether or not of our manufacture are in accordance with the latest appropriate standard specifications, as also in accordance with the terms of complete of good workmanship throughout and that we shall replace FOR/DDP Karachi free of cost every article or part thereof use or in use shall be found defective or not within the limits and tolerance of specifications requirement or in any way not in accordance with the terms of the contract.
2. In case of our failure to replace the defective stores free of cost within a reasonable period, we shall refund the relevant cost FOR/DPP Karachi (As the case may be in currency in with received).
3. This warranty shall remain valid for 01 Year after the acceptance of stores by the end user

The signature must be the same as that on the tender/contract, or if otherwise must be shown to be the signature of a person capable of giving a guarantee on behalf of the contractor

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_  
\_\_\_\_\_

PLACE \_\_\_\_\_



BANK GUARANTEE FOR PERFORMANCE ON  
JUDICIAL STAMP PAPER OF RS. 100/- OR  
AS SUITABLE TO THE AMOUNT OF BG

- (i) Contract No. \_\_\_\_\_ dated \_\_\_\_\_  
(ii) Name of Firm/Contractor \_\_\_\_\_  
(iii) Address of Firm/Contractor \_\_\_\_\_  
(iv) Name of Guarantor \_\_\_\_\_  
(v) Address of Guarantor \_\_\_\_\_  
(vi) Amount of Guarantee Rs. \_\_\_\_\_  
( \_\_\_\_\_ )  
(in words)  
(vii) Date of expire of Guarantee \_\_\_\_\_

To: The President of Islamic Republic of Pakistan through the  
Controller of Military Accounts (Defence Purchase) Rawalpindi.

Sir

1. Whereas your good self have entered into Contract No.

\_\_\_\_\_ dated \_\_\_\_\_  
with Messers \_\_\_\_\_

(Full Name and Address)

hereinafter referred to as our customer and that one of the conditions of the Contract is the submission of unconditional Bank Guarantee by our customer to your good self for a sum of Rs. \_\_\_\_\_ Rupees/FE (as applicable) \_\_\_\_\_

2. In compliance with this stipulation of the contract, we hereby agree and undertake as under: -

a. To pay to you unconditionally on demand and/or without any reference to our Customer and amount not exceeding the sum or Rs. \_\_\_\_\_ Rupees or FE (as applicable) \_\_\_\_\_ as would be mentioned in your written Demand Notice.

b. To keep this Guarantee in force till \_\_\_\_\_.

c. That the validity of this Bank Guarantee shall be kept one clear year ahead of the original/extended delivery period or the warrantee of the stores which so ever is later in duration on receipt of information from our Customer i.e. M/s \_\_\_\_\_ or from your office. Claim, if any must be duly received by us on or before this day. Our liability under this Bank Guarantee shall cease on the closing of banking hours on the last date of the validity of this Bank Guarantee. Claim received thereafter shall not be entertained by whether you suffer a loss or not. On receipt of payment under this guarantee, this document i.e. Bank Guarantee must be clearly cancelled, discharged and returned to us.

d. That we shall inform your office regarding termination of the validity of this Bank Guarantee one clear month before the actual expiry date of this Guarantee.

e. That with the consent of our customer you may amend/alter any term/clause of the contract or add/delete any term/clause to/from this contract without making any reference to us. We do not reserve any right to receive any such amendment/alternation or addition/deletion provided such like actions do not increase our monetary liability under this Bank Guarantee which shall be limited only to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_).

f. That the Bank Guarantee herein before given shall not be affected by any change in the constitution of the Bank or Customer/Seller or Vendor.

g. That this an unconditional Bank Guarantee, which shall be encashed on sight on presentation without any reference to our Customer/Seller or Vendor.

Guarantor

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Bank Seal and Signatures)

AFFIDAVIT/UNDERTAKING  
(WORTH RS, 100/- ON JUDICAL STAMP PAPER)

Mr \_\_\_\_\_ Authorized signatory/  
Partner/MD of M/s \_\_\_\_\_, do hereby solemnly affirm to DGP  
(Army), DP (Navy), DP (Air) and Directorate General Defence Purchase, Ministry of Defence  
Production, Rawalpindi that our firm M/s \_\_\_\_\_ has applied for registration  
with Director General Defence Purchase (DGDP) duly completed all the documents required by  
registration section on \_\_\_\_\_ (date) i,e before signing the contract. I certify that the above  
mentioned statement is correct. In case it is detected on any stage that our firm has not applied  
for registration with Director General Defence Purchase or statement given above is incorrect,  
our firm will be liable for disciplinary action initiated (i,e debarring, the firm do business with  
other Defence Establishment and Govt Agencies). I also accept that any disciplinary action  
taken will not be challenged in any Court of Law.

Station: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Appointment in Firm: \_\_\_\_\_

ATTESTED BY OATH COMMISSIONER WITH STAMP

INVITATION TO TENDER FORM

1 Schedule to Tender No. **2190036/B-2112/310418** Dated 03-12-21 This tender will be closed for acceptance at **1030** Hours and Will be opened at 11:00 Hours on **08-02-2022** Please drop tender in the Tender Box No. **201**

2 You are requested to please use this Performa for price quotation, fill in the prices, affix your stamp on the same, sign it and forward it in original as your Commercial offer along with the covering letter of your firm. If you do not use this form as price quotations your offer might be rejected.

3 . You are requested to please attach DP-1 and DP-3 alongwith your quotation duly signed and stamped. Same are available at [www.ppra.org.pk](http://www.ppra.org.pk)

S NO	DETAIL OF STORES	QTY	UNIT PRICE	TOTAL PRICE
1	Procurement of 01 x NDT Equipment Detailed: Technical Specification Special Instructions: As per Annex A General Instructions: As per Annex B	1.0 NUMBE RS		
Above mentioned price includes 17% sale Tax (Please tick Yes or No)		Yes		No
Grand Total				

## Terms and Conditions

1. Terms of Payment As per Annex B
2. Origin of OEM to be indicated by firm
3. Origin of Stores to be indicated by firm
4. Technical Scrutiny Report Required
5. Delivery Period Delivered within 06 months of FOB
6. Currency US Dollar
7. Basis for acceptance FOB DDP/CIP
8. Bid validity The validity period of quotations must be indicated and should invariably be 120 days from the date of opening of technical offer or 30th June whichever is later. Firm undertakes to extend validity of offer if required by equal number of original bid period (i.e. 120 days as per original offer) i.a.w PPRA Rule-26.
9. Tendering procedure Single Stage - Two bidding procedure will be followed . PPRA Envelopes
10. Earnest Money/Tender Bond

Your tender must be accompanied by a Pay Order/Demand draft/Call Deposit Receipt (CDR) in favor of CMA (DP) in separate envelope, Rawalpindi for the following amounts:-

Submitting improper Earnest Money. Earnest Money/Bid Security furnished with tender is strictly in conformity of tender/IT conditions (Clause 14 of DP-1 and clause 10 of DP-2) on the subject. We have no objection on confiscation of Earnest Money/Bid security and rejection of our offer in case amount of Earnest Money/Bid Security is improper/insufficient in violation of IT condition.

### **a. Rates for Contract. The rate of earnest money and its maximum ceil for different categories OF FIRMS would be as under:-**

(i) Registered/Indexed/Pre-Qualified Firms. 2% of the quoted value subject to maximum ceiling of Rs. 0.500 Million.

(ii) Registered/Pre-Qualified but Un-indexed Firms. 3% of the quoted value subject to maximum ceiling of Rs. 0.750 Million.

(iii) Unregistered/not Pre-Qualified/Un-indexed Firms. 5% of the quoted value subject to maximum ceiling of Rs. 1.000 Million.

### **b. Return of Earnest Money**

(i) Earnest money to the unsuccessful bidders will be returned on finalization of the contract.

(ii) Earnest money of the firm/firms with whom contract is concluded will be returned on submission of Bank Guarantee and its acceptance by CMA (DP).

13. Special Note.

All Participating firms must submit technical offers in duplicate (one for TSR committee and one for DP (Navy) record).

- a. Unregistered (Not registered with Directorate General Defense Purchase) firms must provide the documentary evidence of their financial capability to undertake the project.
- b. Unregistered firms are to submit a certificate along with their Technical offer stating that the firm is not black listed by any government organization and not under disciplinary trial or embargo.
- c. Only registered suppliers on Active Taxpayers List (ATL) of FBR are eligible to participate in the Tender and submit quote.
- d. Release of payments is subject to mandatory submission of Filer Certificate duly issued by FBR showing the name of supplier on Active Taxpayers List (ATL). No payment will be released by CMA (DP) unless latest Filer Certificate duly issued by FBR showing the name of supplier on its Active Taxpayers list is submitted along with payment documents.
- e. In case of Pakistani firms, sales tax, NTN and income tax registration certificates are to be attached with the offer. These certificates are mandatory with the BID, otherwise offer shall be REJECTED.
- f. Company registration certificates are to be attached with offer.
- g. Requisite amount of earnest money (in shape of CDR/Demand Draft/Pay Order in the favour of CMA (DP)) is to be attached in separate envelop in sealed condition with the Technical offer. Photocopy of the same shall also be attached with DP-2 as a testimony. Cheques/crossed cheques shall not be accepted. Technical offers received without earnest money shall not be accepted and will be rejected on spot.
- h. Duly completed Form DP-1 and DP-3 are to be attached with Technical Offer.
- i. DP-2 Form shall also be submitted with Technical Offer without mentioning of prices. Moreover, compliance or otherwise against each para/requirement of Annex A and B duly signed and stamped by firm authorized rep is to provide for technical scrutiny.
- j. Price preference is admissible to local manufacturers over foreign vendors as per PPRA Rule 24 and Govt of Pakistan (Ministry of Commerce) SRO 827 (I)/2001.

Note: In case of failure to comply above instructions, Terms and conditions, offer will be liable for rejection.

**ANNEX-**  
**A**

**Indent No**  
**2190036**

**Dated: 03 Dec**  
**21**

**SPECIFICATION OF LANDING GEAR REPAIR/ OVERHAUL FACILITY**

<b>S No</b>	<b>Description</b>	<b>Firms Reply</b>	<b>Reference to attached firm's proposal</b>
<b>Note</b>	<b><u>Guidelines for firm for submitting Technical Proposals for Technical Evaluation:</u></b> Firm is required to clearly mention <b>complied/ partially complied/ Not complied</b> remarks against each clause and qualify same through mentioning references in respective clause from the attached firm's technical proposal/ brochures as per format:	Complied	Refer Para 3 of firm/ OEM technical proposals
	<b><u>Introduction:</u></b>  NDT equipment is capability enhancement of NDT Workshop, AED MEHRAN; to meet the requirements of non-destructive testing of aircraft structures and baroscopic inspection of aircraft engines for ensuring airworthiness of PN aircraft.		
1.	<b><u>REQUISITE FUNCTIONALITIES</u></b> Requisite functionalities of required NDT equipment are appended below:  a. Multi Directional Magnetic Bench for Magnetic Particle Inspection (MPI) of ferrous materials.		

b. Digital Ultrasonic Flaw Detector for thickness measurement, and detection of defects such as cracks, delamination & flaw detection in metallic and composite material used in aircraft.

c. Portable Video Scope/ Borescope Video Probe (4mm diameter & 3.5 meter length) for BSI of aircraft engines.

2. **Critical Parameters**

a. **Multi Directional Magnetic Bench**

S No	Description/ Features	Qty/ Details
(1)	Magnetizing Current Capacity	01 AC 5,000 A HWDC 6,000 A Phase-1 6,000 A FWDC
(2)	Maximum Part Length	41. in/ 104 cm (89in/ 226 cm) (133 in / 337 cm)
(3)	Maximum Unsupported Part Weight Capacity (Only using Head and tailstock mounted V-Blocks)	300 lbs / 136 kg
(4)	Maximum Supported Part Weight Capacity	700 lbs / 317 kg (1,500 lbs / 680 kg)
(5)	Maximum Part Diameter	16 in / 40 cm (20 in / 50 cm)



(6)	Available Voltages	230, 380, 415, 460, 575 V
(7)	Available Frequencies	50 Hz or 60 Hz
(8)	Demagnetizers	01
(9)	Inspection Enclosure Hood with Ventilation	01
(10)	EV6000 LED UV Lamp	02
(11)	Quantitative Quality Indicators (QQI) Shims	01 Set
(12)	Magnetic Flux Indicators	01 Set
(13)	Variable Depth QQI	01 Set
(14)	Tool Steel Ring	01 Set
(15)	Magnetic Particle Test Bar	01
(16)	EV 6500 High Intensity Dual Light LED UV Lamp	02
(17)	UA-A Meter and Visible Light Meter	01 Each
(18)	Field Indicators	02 Each
(19)	Gauss meters	02 Each
(20)	Centrifuge Tubes with stand	05
(21)	Fluorescent Penetrant Carrier II	10 x 5 Gal
(22)	Neoprene Gloves	30
(23)	UV Filtering Safety Goggles	30

(24)	Face Shields	20		
(25)	Plastic Apron	30		
(26)	Safety Glasses	30		
<b>b. <u>Ultrasonic Flaw Detector.</u></b>				
<b>S No</b>	<b>Description/ Features</b>	<b>Qty</b>		
(1)	Portable Ultrasonic Flaw Detector AC or Battery Operation	01		
(2)	Charger/ AC Adapter (100 VAC, 115 VAC, 230 VAC, 50 Hz or 60 Hz)	01		
(3)	Rechargeable Lithium Ion battery	01		
(4)	Transport case	01		
(5)	USB cable	01		
(6)	Quick Reference Card	01		
(7)	Comprehensive Operation Manual (CD)	02		
<b>c. <u>Portable Video Scope/ Borescope Video Probe (4mm dia x 3.5 m length)</u></b>				
<b>S No</b>	<b>Description/ Features</b>	<b>Qty</b>		
<b><u>Video Scope Kit</u></b>				
(1)	ILEX GX/ GT scope unknit. Comes with insertion tube wrap belt, cleaning kit, optical adopter case. Requires IPLEX	01		

	GX/GT base to operate.			
(2)	IPLEX GX/GT Base unit with AC adaptor , HDMI Cable, universal cable, instructional manual , o1 x battery.	01		
(3)	UPGKIT GT to GX with case	01		
(4)	Lithium Ion battery fir IPLEX GX/ GT	01		
(5)	BATTERY Charge for IPLEX/ GT (EU)	01		
<b>Selectable Measuring Lens/ Adapters</b>				
(1)	Far focus, FOV80 <sup>0</sup> , DOV Forward	01		
(2)	Near focus, FOV120 <sup>0</sup> , DOV Forward	01		
(3)	Far focus, FOV120 <sup>0</sup> , DOV Forward	01		
(4)	Near focus, FOV100 <sup>0</sup> , DOV side	01		
<b>3D Stereo Measurement Kit</b>				
(1)	UPGKIT GT to GX with case	01		
(2)	FOV50 <sup>0</sup> /50 <sup>0</sup> , DOV Forward/ Forward	01		
(3)	FOV50 <sup>0</sup> /50 <sup>0</sup> ,DOV Side/ Side	01		
3.	<p><b><u>REQUIRED STANDARDS</u></b></p> <p>NDT and BSI Equipment must comply ASTM E-1444, ASTM E-127. E-428, E-1158, Military Standard 810G (Borescope) and ISO standards as per applicability in line with OEM standards.</p>			

4.	<p><b><u>Acceptance Make</u></b></p> <p><u>M/s Magnaflux, Olympus USA, Europe, China or equivalent.</u></p>		
5.	<p><b><u>CONFORMANCE/ CALIBRATION CERTIFICATE:</u></b></p> <p>Calibration certificate and periodicity of calibration for indicators/ gauges/ components installed on equipment is to be provided prior acceptance of test. Moreover serviceability certificate of all indicators/ gauges/ components installed on the subject equipment.</p>		

## General Requirements/Conditions

ANNEX 'B' TO

Indent No. 2190036

Indent Date. 2021-12-03 00:00:

<u>S.No and Description</u>	<u>Firm's Reply (Compiled) Partialy Compiled/Not Compiled</u>	<u>Reference to attached Firm's proposal/Brochure</u>
<p>1 PERFORMANCE BANK GUARANTEE (PBG)</p> <p>:</p> <p>“To ensure timely and correct supply of stores, the firm will furnish an irrevocable and un-conditional Performance BG within 14 days of signing of contract from a scheduled Pakistani bank in favor of CMA (DP) for an amount equal to 10% of the total value of the contract (on a judicial stamp paper) of appropriate value as per prescribed format specified by DP(N). It shall remain valid till 60 days beyond the completion of warranty period of the contract stipulated in the contract.</p>		
<p>2 TRAINING</p> <p>a.04 x Week Operator &amp; Maintainer course/ training for 04 x personnel be conducted by the OEM at end user. Post training personnel should be able to operate, maintain service .and troubleshoot defects in the unit. The training should also enable PN trainees to carry out fault diagnostic, rectification, trials and commissioning of equipment, routine maintenance and repairs of the unit.</p> <p>b.Training syllabus/ literature on computer based CDs/DVDs shall be provided by the supplier.</p>		
<p>3 DOCUMENTATION</p> <p>following documents are required for landing Gear facility.</p> <p>a.Operator manuals covering comprehensive operating instructions alongwith CDs.</p> <p>b.Maintenance manual and procedures alongwith flow charts and diagrams with circuit diagram with all maintenance routines of the equipment.</p> <p>c.Complete priced spare parts list alongwith Part Nos. to be provided at the time of delivery of stores/spares. List of fast moving items may also be provided.</p>		

<b><u>S.No and Description</u></b>	<b><u>Firm's Reply (Compiled) Partialy Compiled/Not Compiled</u></b>	<b><u>Reference to attached Firm's proposal/Bro chure</u></b>
<p>d.Complete onsite, onboard &amp; depot level maintenance documentation must be provided. Maintenance manuals must cover comprehensive maintenance procedures alongwith flow charts and diagrams.</p> <p>e.Line diagrams, engineering diagrams and technical diagrams of entire project.</p> <p>f.Illustrated parts catalogues (IPCs).</p>		
<p>4 BUY BACK</p> <p>The SELLER may on its sole discretion buyback the spare parts from the BUYER at a price to be agreed upon provided all the following items are met:</p> <p>a.Spare parts have been recommended or purchased from the SELLER pursuant to this contract.</p> <p>b.The BUYER may request the SELLER to buy back unused spare parts, with in two (2) years after the delivery.</p> <p>c.The spare parts are new, have been stored and preserved in their original sealed packing or container and have been maintained in accordance with the storage conditions defined by SELLER and are returned with their Airworthiness documents.</p> <p>d.The remaining shelf life of the spare parts concerned has to be at least 50% (fifty percent) of the shelf life of an original new spare part.</p> <p>f,The SELLER can inspect the spare parts at its own expenses.</p> <p>g,The total amount of spare parts bought back by the SELLER as provided herein shall be edited as a credit note to the BUYER for further purchase orders.</p>		
<p>5 DISCREPANCY</p> <p>: The consignee will render a discrepancy report to all concerned within 30 days after receipt of stores for discrepancies found in the consignment. The quantities found short are to be made good by the supplier, without any additional cost. "DDP at Consignee's warehouse".</p>		

<b><u>S.No and Description</u></b>	<b><u>Firm's Reply (Compiled) Partialy Compiled/Not Compiled</u></b>	<b><u>Reference to attached Firm's proposal/Bro chure</u></b>
<p>6      <b>COMPENSATION ON BREACH OF CONTRACT</b></p> <p>If the Supplier fails to supply the contracted stores/equipment or contract is cancelled either on Supplier's Risk &amp; Expense (RE) or without RE or contract becomes ineffective due to default of Supplier or stores/equipment declared defective and causes loss to the Purchaser, Supplier shall be liable to pay to the Purchaser a compensation for loss or inconvenience resulting for his default/defect or from the rescission of this contract. When such default/defect or rescission take place such compensation shall be in excess to the RE amount, if imposed by the competent authority. Compensation amount in terms of money shall be decided by the purchase officer and shall be deposited by Supplier in Government of Pakistan treasury in the currency of contract.</p>		
<p>7      <b>FORCE MAJEURE</b></p> <p>a.The supplier shall not be held responsible for any delay occurring in supply of equipment due ton event of Force Majeure such as acts of God, war, riots, civil commotion strike, lockouts and disturbance directly affecting the supplier and events or circumstances on which the supplier has no control. In such an event the Supplier shall inform the purchaser within 15 days of the happening and within the same timeframe about the discontinuation of such circumstances / happening in writing. Non –availability of Raw material for the manufacture of stores or of export permit for the export of the contracted store from the country of its origin shall not constitute force majeure.</p> <p>b.The supplier shall provide the purchaser with all the necessary proof of the occurrence of the events and its effect on the contract performance within 30 days from the start to force majeure event.</p> <p>c.The purchaser shall be entitled to conduct investigation into the cause of delay reported by supplier.</p> <p>d,Where the delay was due to genuine force majeure event, it shall extend the delivery for a</p>		

<b><u>S.No and Description</u></b>	<b><u>Firm's Reply (Compiled) Partialy Compiled/Not Compiled</u></b>	<b><u>Reference to attached Firm's proposal/Bro chure</u></b>
<p>period equal to the period in which such force majeure remains operative.</p> <p>e. Such extension in delivery period, due to force majeure, shall not entitle the supplier to claim any extra cost from the purchaser.</p> <p>f, In case force majeure continuous for indefinite period purchaser will have the right to cancel the contract.</p>		
<p>8 TERMINATION OF CONTRACT</p> <p>:</p> <p>a, If at any time during the currency of the contract Purchaser decides to terminate the contract for any reason whatsoever (other than for reasons of non-delivery) he shall have right to do so by giving the Supplier a registered notice to that effect. In that event the Purchaser shall accept delivery at the contract price and terms of such stores/goods/services which are in the actual process of manufacturing that is completed and ready for delivery within thirty days after receipt by the Supplier of such notice.</p> <p>b, In the case of remainder of the undelivered stores/goods/services the Purchaser may elect either to have any part thereof completed and take the delivery thereof at the contract price or to cancel the remaining quantity and pay to the Supplier for the articles or sub-components or raw materials purchased by the Supplier and are in the actual process of manufacturing at the price to be determined by the Purchaser. In such a case materials in the process of manufacturing shall be delivered by the Supplier to the Purchaser.</p> <p>c, No payment shall however be made for any materials not yet in the actual process of manufacturing on the date notice of cancellation is received.</p> <p>d, Should the Supplier fail to deliver goods/services in time as per terms of contract or fail to render Bank Guarantee within the stipulated time period or any breach of the contract the Purchaser reserves the right to terminate/cancel the contract fully or any part thereof at the risk and expense (RE) of the</p>		



<b><u>S.No and Description</u></b>	<b><u>Firm's Reply (Compiled) Partially Compiled/Not Compiled</u></b>	<b><u>Reference to attached Firm's proposal/Bro chure</u></b>
Supplier.		
<p>9 INDEMNITY</p> <p>: The Supplier shall at all times indemnify the Purchaser against all claims which may be made in respect of the stores for infringement of any rights protected by Patent, Registration of Design or Trade Mark and shall take all risks of accidents or damages which may cause a failure of the supply from whatever cause arising and the entire responsibility for the sufficiency of all the means used by him for the fulfillment of the contract provided always that in the event of any claim in respect of alleged breach of Patent, Registered Design or Trade Mark being made against the Purchaser, the Purchaser shall notify the Supplier of the same and the Supplier shall be at liberty to settle any dispute or to conduct any litigation that may arise there from at his own expenses.</p>		
<p>10 DISTRIBUTION OF CONTRACT</p> <p>Contract is to be distributed to following departments: DNA&amp;UAV(NHQ), DNAM(NHQ), DCM(NHQ), D BUDGET(NHQ), CO RAZA (KARACHI), CINS (KARACHI), CO EH Q (N) AT NSSD (KARACHI), CMA (DP) RAWALPINDI, DP (Navy)</p>		
<p>11 CHECKING OF STORES/SPARES/GSE AT CONSIGNEE'S END</p> <p>a.Certificate of Conformity (COC) of the manufacturer is required, while all stores will be checked at consignee's end, in the presence of supplier's representative.</p> <p>b.In case seller fails to perform Joint Inspection, the seller will clearly give an undertaking that the decision of the consignee with regard to quantities and description of a consignment will be taken as final and any discrepancy found will be accordingly made up by the supplier.</p> <p>c.In such an event, the supplier will clearly undertake that the decision of consignee with regard</p>		

<b><u>S.No and Description</u></b>	<b><u>Firm's Reply (Compiled) Partialy Compiled/Not Compiled</u></b>	<b><u>Reference to attached Firm's proposal/Bro chure</u></b>
<p>to quantities and description found will be accordingly made up by the Supplier.</p> <p>d.In other cases the consignee shall inform the Supplier immediately on receipt of stores through registered mail or fax. If no response from the Supplier is received within fifteen (15) days from receipt of letter the consignee will have the right to proceed with the checking without Supplier's representative. Consignee's report on checking of stores will be binding on the Supplier in such cases.</p> <p>e.Stores are to be accepted on manufacturer/ supplier warranty/ guarantee against DPL-15.</p>		
<p>12    <b>END USER CERTIFICATE</b></p> <p>:        End User Certificate for OEM/Supplier to export the system to Pakistan shall be provided by Purchaser within 30 days after signature of contract by both the parties (if required by Supplier).</p>		
<p>13    <b>COMMISSIONING /TRIALS</b></p> <p>a.Commissioning and STW of the system /equipment is to be arranged within 30 days of supply of equipment by the supplier through OEM or their authorized rep(s) at purchaser site.</p> <p>b.Set to work /commissioning trial to be carried out by contractor on site. Any defect /damage of the equipment during commission trials to be replaced by the supplier without additional cost.</p>		
<p>14    <b>PRICE VARIATION</b></p> <p>:        Prices in the schedule of stores of this contract are firm and final. The stores must be of brand new manufacture. All optional equipment/ accessories are to be fully defined separately along with price of each.</p>		
<p>15    <b>PAYMENT TERMS/ PAYMENT MILESTONES</b></p> <p>:        As per DPP &amp; I-35 (Revised 2019) or as decided by DP (N).</p> <p>a.60% payment on Completion of FATs (if any) shipment of technical/ Ops documents and stores alongwith complete shipment documents i.e invoice,</p>		

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<p>bill of Lading etc.</p> <p>b.20% payment on Successful completion of training, installation, integration/ interfacing/ STW/ Commissioning, of platform/ equipment/ machinery at purchaser site complying all specification/ acceptance criteria and issuance of final acceptance certificate by end user. 20% payment on issuance of CRV.</p> <p>c.The suppliers provide the equipment as per Annex A (Technical Specification) to this contract on DDP/CIP Karachi basis (INCOTERMS 2010).</p>		
<p>16    <b>SECRECY</b></p> <p>:        The Supplier(s) shall undertake that any information about the sale/purchase of the stores under this contract shall not be communicated to any person, other than the manufacturer of the stores, or to any press or agency not authorized by the DP(N) to receive it. Any breach on this account shall be punishable under the Official Secret Act-1923 in addition to termination of the contract at the risk of Supplier.</p>		
<p>17    <b>INSPECTION OF STORES</b></p> <p>:        Joint Inspection Team comprising of following will inspect the contracted stores along with brochures at end user sight.</p> <p>          a.        Rep of INS (Inspection Authority).</p> <p>b.        Rep of RAZA (Consignee).</p> <p>c.        Rep of AED (End User).</p> <p>d.        Rep of Firm's.</p>		
<p>18    <b>LIQUIDATED DAMAGES</b></p> <p>:        Liquidated Damages upto 2% (but not less then 1%) per month or a part of month are liable to be imposed on the suppliers by the purchaser in accordance with DPP&amp;I-35 (Revised 2019), if the stores/ services supplied after the expiry of the delivery without any valid reasons. Total value of LD shall not exceed 10% of the contract value exceeding taxes/ duties, KPT, fright charges of the stores delivered late.</p>		

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<p>19 SUBLETTING</p> <p>: The Supplier shall be entirely responsible for the execution of the contract in all respects according to the terms of the contract. The Supplier shall not sublet, transfer or assign the contract or any part thereof to any other firm/party without prior written permission of the Purchaser.</p>		
<p>20 ARBITRATION</p> <p>a. Parties shall make their attempt to settle all disputes arising under this contract through friendly discussions in good faith. In the event that either party shall perceive such friendly discussion to be making insufficient progress towards settlement of dispute at any time, then such party may by written notice to the other party refer the dispute(s) to final and binding arbitration as provided below:</p> <p>b. The dispute shall be referred for adjudication to two arbitrators one to be nominated by each party, who before entering upon the reference shall appoint an umpire by mutual agreement, and if they do not agree a judge of the superior court shall be requested to appoint the umpire. The arbitration proceedings shall be held under International Chamber of Commerce (Rules).</p> <p>c. The venue of arbitration shall be the place from where the contract is issued or such other places as the Purchaser at his discretion may determine.</p> <p>d. The arbitration award shall be firm and final and binding on both the parties to the contract.</p> <p>e. In course of arbitration the contract shall be continuously be executed except that part which is under arbitration.</p> <p>f. All proceedings under this clause shall be conducted in English language and in writing.</p>		
<p>21 CERTIFICATE OF CONFORMANCE BY OEM</p> <p>a. Firm/ Supplier shall provide correct and valid e-mail and fax No to CINS and DP(N). Supplier/ contracting firm shall either provide OEM</p>		

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<p>Conformance certificate to CINS or is to be e-mailed to CINS at addrees cins@paknavy.gov.pk, inspectorate1@paknavy.gov.pk under intimation to DP (Navy). Hard copy of CoC must follow in any case through courier. On receipt, CINS shall approach the OEM for verification of Conformance Certificate issued by the OEM. Companies/ Suppliers rendering false OEM Conformance Certificates Shall be black listed.</p> <p>b.OEM's CoC must have provided following information:</p> <ol style="list-style-type: none"> <li>(1) Part/Pattern No of Equipment.</li> <li>(2) Date/ perid of manufacturing.</li> <li>(3) S. No/ Batch No. Lot No should be embossed engraved on the equipment.</li> <li>(4) OEM test certificate/ FATs /Certification / approval as applicable.</li> </ol>		
<p>22 Not Applicable:</p>		
<p>23 DISPATCH OF SPARES:</p> <p>Store are to be dispatched at the following address:  Commanding Officer PNS RAZA  Stadium Road Karachi  C/O CO EHQ (N) &amp; PDD , Karachi</p>		

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<p>24 TECHNICAL SCRUTINY OF PROPOSAL (TSR)</p> <p>TSR of the case will be carried out by a committee nominated by NHQ.</p>		
<p>25 VALIDITY</p> <p>Validity of this offer should be 90 days from issuance date which shall be extendable to another 90 days on the request of DP (N).</p>		
<p>26 ADDITIONAL PURCHASE</p> <p>: Supplier is to agree that in case Purchaser wishes to buy additional quantity/number of stores within next 12 months after the completion date of the contract, the Supplier shall provide the equipment at the cost by calculating inflation rate/appreciation or depreciation rate announced by Government of Supplier's country. The supplier may however sell stores at a cost lower than the contracted rate.</p>		
<p>27 GENERAL</p> <p>a.Genuine OEM certified brand new stores will only be acceptable. Stores not procured directly from OEM or his authorized dealer/ agent/ stockiest will not be acceptable.</p> <p>b.Supplier in his "offer/ quotation" shall clearly state whether stores will be supplied directly from relevant OEM or OEM authorized/ agent/ stockiest.</p> <p>c.In case the stores are being sourced through OEM authorized dealer/ agent/ stockiest, a documentary proof to this effect comprising OEM dealership certificate in respect of dealer/ agent/ stockiest is to be provided by the supplier, with following endorsements:</p> <p>(1) Certificate Reference No with date.</p> <p>(2) Name of the authorized dealer/ agent/ stockiest.</p> <p>(3) Last date/ duration/ period/ validity of dealership.</p> <p>(4) Supplier in this "offer/ quotation" is to provide OEM contact (address, email address, phone, fax and website, etc).</p> <p>d.Supplier in his "Offer/ Quotation" is to specifically mention the country of origin for the stores, which will be subsequently endorsed in the contract.</p> <p>e.Supplier is to separately provide the price of each</p>		

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<p>deliverable i.e. main system, accessories, documentation, commissioning, etc. The same may thereafter be incorporated in the contract.</p> <p>f. Supplier in his "offer/ quotation" is to provide latest updates and current information about technical specification data. If Pattern Number, Part Number or quality standards of a particular item has been superseded by a new one after conclusion of the contract, the supplier will be required to produce a documentary proof to this effect originating from the relevant OEM. If replaced part affects fitting and functioning of other associated parts as well, then details of those parts are also to be provided.</p>		
<p>28 <b>OBSOLESCENCE CLAUSE:</b></p> <p>Following obsolescence clauses will also be included in the contract as part of continuous logistic support:</p> <p>a. In case of equipment becoming obsolete/ obsolescent and the inability of the seller/ OEM to provide spares support of equipment and repair of components/ sub-systems, the seller undertakes to provide technical drawings and details of manufacturing processes to the buyer, free of charge, to enable the latter to become self sufficient, should the buyer choose to do so.</p> <p>b. In case of equipment becoming obsolete the supplier will replace the equipment with modified/ substitute and may charge from the buyer the difference of price of substitute/ modified equipment and the previously supplied equipment (on case to case basis).</p>		
<p>29 <b>PRESENCE OF SUPPLIER'S REP – OCCASIONS</b></p> <p>: Supplier's rep is to present at following occasions:</p> <p>a. Inspection of the stores if possible.</p> <p>b. Commissioning of equipment at PNS MEHRAN.</p> <p>c. Test/ Trials and final acceptance.</p>		
<p>30 <b>CUSTOMER BASE</b></p> <p>The Supplier is to provide the list of main customers to whom such range of equipment was sold / supplied during last ten years.</p>		

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<p>31 METHOD OF TENDRING :</p> <p>Single stage - Two Envelope' bidding procedures will be adopted on open tender basis for Best Evaluation Bid Criteria</p>		
<p>32 SUPPLY OF EQUIPMENT</p> <p>The NDT Equipment shall be of recent manufacture and preferably may not be older than one year at the time of delivery.</p>		
<p>33 REQUIREMENT UPON/ AFTER TENDER OPENING</p> <p>a, Technical documents and information/ certificates of each equipment are to be provided at the time of tender opening for deliberations/ evaluation.</p> <p>b.OEM/ authorized dealer/ agent certificate alongwith OEM dealership evidence as applicable, will be required as part of technical offer documentation.</p>		
<p>34 DELIVERY OF STORES</p> <p>a.The brand-new and OEM certified equipment/ stores are to be delivered within 06 months on FOB/ DDP Karachi basis after Contract Effective Date, along with documentation. Spares, components are to be provided within a reasonable time of the equipment delivery but not exceeding 30 days from equipment delivery date. Successful test/ trials, commissioning and final acceptance of equipment are to be completed within 4 months after the delivery.</p> <p>b.Stores/ Spares/ Support Equipment are to be delivered on DDP Karachi basis.</p> <p>c.Practical demonstration of the equipment should be arranged by the supplier at his own expenses in our environment prior conduct of TSR. During demonstrations all technical and operational capabilities should be checked by the PN.</p> <p>d.Responsibility for failure to deliver and/ or late delivery of the equipment, quality of platforms (including workmanship standards and aesthetics of interior), their equipment, system, machinery and / or workmanship in accordance with standards as</p>		



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<p>agreed within this contract rests fully with the supplier.</p> <p>e,The Equipment/Stores are to be delivered ASAP after signing the contract. Documentation, spares, components and other deliverables are to be provided prior final acceptance and commissioning of the unit.</p>		
<p>35 AMENDMENT IN THE CONTRACT</p> <p>Amendment in the contract, if required, shall be processed in writing by procurement agency upon mutual agreement of both the parties.</p>		
<p>36 RISK &amp; PURCHASE:</p> <p>a.In the event of failure on the part of supplier to comply with the contractual obligation, the contract is liable to be cancelled at the risk and expense of the supplier in accordance with DPP&amp;I-35 (Revised 2019).</p> <p>b.The purchaser shall be entitled to receive back all advance payments made by him and will have the right to purchase the store of similar or equivalent specification from elsewhere. In such a case the price difference (if any over and above the Net LC value of this contract) will be paid by supplier as a compensation i.e Risk Purchase amount.</p>		
<p>37 PACKING/ MARKING INSTRUCTIONS</p> <p>Packing/ marking may be achieved as under:</p> <p>a.The packing should be worthy of transportation by road/ air to ensure the safe arrival of the equipment at the agreed destination, and also be suitable for storage. The packing shall contain two packing notes in English language, one packed inside and other secured to the outside, detailing the contents of the packing.</p> <p>b.Any loss or damage occurring due to wrong packing or marking will be borne by the Seller</p>		
<p>38 PROVISION OF ITEMIZED COST:</p> <p>The supplier should mention the price of all deliverables (i.e Equipments/services, spares, Documentation, Test Bench/Tools, Test Equipment, Installation/Integration, Test/ Trials Commissioning</p>		

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<p>(Harbor Acceptance Trials, etc where applicable) Separately in financial quote. The same are to be subsequently incorporated in the contract document.”</p> <p>The supplier is to provide itemized cost of subject indent as per following format:</p> <ol style="list-style-type: none"> <li>a. NDT Equipment</li> <li>b. Accessories/ Spares</li> <li>c. Documentation.</li> <li>d. Training</li> </ol>		
<p>39 EXPORT LICENSE/ PERMITS</p> <p>a.Obtaining of any export license/ permits etc from the country of origin for export of equipment/stores should be the sole responsibility of the Supplier.</p> <p>b.The firm is to produce Export License for equipment and each equipment from respective country within three months of signing the contract.</p> <p>c.Failure to obtain the same shall not constitute any grounds for Force Majeure or impede the contract performance.</p>		
<p>40 WARRANTY/ GUARANTEE</p> <p>a,Supplier is to guarantee that product is as per specs of the contract.</p> <p>b.Complete equipment including accessories/ software is to be warranted by the supplier for a period of 01 year for all defects from the date of final acceptance by PN.</p> <p>c.The supplier is to guarantee that all the items supplied under the terms of this contract are of the latest version, OEM certified and brand new. Stores, which are not procured directly from OEM or his authorized dealer/ agent/ stockiest will not be acceptable.</p> <p>d,The supplier is to guarantee that materials used, whether or not of his manufacture, conform to the international quality standards for such equipment.</p> <p>e.Post delivery, the supplier will replace DDP at consignee's warehouse without any additional cost</p>		

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<p>within 30 days every article or part thereof which before use or in use shall be found defective/ damaged or not within the limits and tolerances of specifications or in any way not in accordance with the terms of the contract at the time of Joint Inspection.</p> <p>f.In case of supplier's failure to replace the defective stores without any additional cost within 30 days he will refund relevant cost DDP at consignee's warehouse in the currency in which received along with a reasonable compensation as claimed by PN.</p>		

DP-3

Tender No .b2112310418.....

Name of the Firm.....  
 DGDP Registration No.....  
 Mailing Address.....  
 Date.....  
 Telephone No. ....  
 Official E-Mail.....  
 Fax No .....  
 Mobile No of contact person.....

To:

Directorate of Procurement (Navy)  
 through Bahria Gate Near SNIDS  
 Center, CDA Market  
 at Naval Residential Complex  
 Sector E-8, Islamabad  
 Tele : 051-9262310  
 Email : dpn@paknavy.gov.pk

Dear Sir, 1. I/We hereby offer to supply to the Director of Procurement (Navy) the stores detailed in schedule to the tender inquiry or such portion thereof as you may specify in the acceptance of tender at the prices offered against the said schedule and further agree that this offer will remain valid up to 90 day and will not be withdrawn or altered in terms of rates quoted and the conditions already stated therein or on before this date. I/we shall be bound by a communication of acceptance to be dispatched within the prescribed time. 2. I/We have understood the Instructions to Tenders and General Conditions Governing Contract in Form No. DDP&I (Revised- 2019) included in the pamphlet entitled, Government of Pakistan, Ministry of Defence (Directorate General Defence Purchase) "General Conditions Governing Contracts" and have thoroughly examined the specifications/drawings and/ or patterns quoted in the schedule hereto and am/are fully aware of the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements. 3. The following pages have been added to and form part of this tender:

- a. ....
- b. ....
- c. ....

YOURS FAITHFULLY,

.....  
 (SIGNATURE OF TENDERER)  
 .....  
 (CAPACITY IN WHICH SIGNING)  
 ADDRESS:.....  
 DATE.....  
 SIGNATURE OF WITNESS.....  
 ADDRESS.....

\*Individual signing tender and/or other documents connected with a contract must specify:-

- (a) Whether signing as “Sole Proprietor” of the firm or his attorney.
- (b) Whether signing as a “Registered Active Partner” of the firm or his attorney.
- (c) Whether signing for the firm “per procuration”.
- (d) In the case of companies and firms registered under the Act, 1913 as amended up-to-date and under the Partnership Act 1932, the capacity in which signing e.g., the Director, Secretary, Manager, Partner, etc. or their attorney and produce copy of document empowering him so to sign, if called upon to do so.
- (e) Principal’s proforma invoice (in original)
- (f) Earnest money
- (g) Treasury Challan Form for tender Fees as applicable

NECESSARY DATA FOR ISSUANCE OF CONTRACTS ON EARNEST MONEY

IMPORTANT

Each column must be filled in with BLOCK CAPITAL LETTERS,  
incompletion shall render disqualification.

1. Name : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Address (Residential) :  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Designation in Firm :  
\_\_\_\_\_
5. CNIC : \_\_\_\_\_  
(Attach Copy of CNIC)
6. NTN : \_\_\_\_\_  
(Attach Copy of NTN)
7. Firm's Address :  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Date of Establishment of Firm :  
\_\_\_\_\_
9. Firm's Registration Certificate with FBR/Chamber of Commerce/Registrar of Companies.  
(Attach Copy of relevant CERTIFICATE)
10. In case PARTNERSHIP (Attach particulars at serial 1,2,3,4,5 and 6 of each partner).

(Kindly fill in the above form and forward it under your own letter head with contact details)