

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMUNICATIONS
NATIONAL HIGHWAYS & MOTORWAYS POLICE**



CONSUMABLE / NON-DURABLE ITEMS
(MISCELLANEOUS ITEMS)

Tender document for	Miscellaneous Items (Cost of Other Store (A03942))
Tender document No.	
Tender document Fee	Free
Total Pages	
Detail of Pages	Page 1 = General Instructions for Bidders. Page 2 = Form "A" Technical Proposal. Page 3 = Form "B" Financial Proposal.

LHQ, SECTOR N-5 (NORTH-1) KHAIRABAD
Telephone No. 0923695042
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GENERAL INSTRUCTIONS & CONDITIONS FOR THE BIDDERS

- 1 The interested bidders must visit the office of DSP/CPO Lines HQ, Sector N-5 (North-1) Khairabad, to notice the sample of miscellaneous items in order to observe the quality and standard of miscellaneous items and must bring one (01) number sample of miscellaneous items which will be examined by the purchase committee before opening of the bids. Sample which is not found as per NH&MP sample will be rejected and bid of such firm will be returned un-open.
- 2 The Tender should be accompanied by a Call deposit receipts/ pay order @ 3% of the total quoted value as earnest money in the name of Senior Superintendent of Police, NH&MP Khairabad, in any scheduled bank at Rawalpindi/Islamabad/ Kamra and no other shape of earnest money will be acceptable.
- 3 Two envelop System: In order to properly evaluate the quality and standard of items, two envelop system:-
One containing technical proposal/offer.
Second containing financial proposal/offer.

In the first phase technical proposal would be opened for evaluation. After the technical evaluation having been carried out by NH&MP Technical Committee, financial proposals would be opened. Financial proposals of those firms whose offers are not found as per tender requirements will be returned unopened on spot/same day.
- 4 The successful bidders shall furnish performance security equal to 5% of the total value of the contract. The security shall remain with this department till warranty period (which is one year from the date of receipt).
- 5 NH&MP reserve the right to accept or reject any or all the tender and to alter the quantity without assigning any reason.
- 6 Quantity may be increased or decreased subject to availability of funds.
- 7 In case opening date is declared as Public Holiday by the Government, the next working day shall be deemed to be the date, for submission and opening of tender at the same time and venue.
- 8 All miscellaneous items shall be inspected and will be supplied at Lines HQ, Sector N-5 (North-1) Khairabad.
- 9 All the supplies shall be made free from all manufacturing defect as per NH&MP samples.

Form "A"

S.No	Item description (Model, Made by)	Specification	Unit
1	Air Freshener (Min 300ml Bottle)	Fine Quality	
2	Bath Towel (Fine Quality) White	Fine Quality	
3	Dust Bin Plastic Medium Size	Fine Quality	
4	Table cloth with NH & MP logo 6*4	As per sample	
5	Battery 12v 200 mAh	23 plates	
6	Mosquito Spray	As per sample	
7	Tissue Box (150x2)	As per sample	
8	Wiper With Rubber Blade (Large)	Fine Quality	
9	Toilet Acid	Fine Quality	
10	Broom	Fine Quality	
11	Toilet Brush	Fine Quality	
12	Phenyl 3.0 Ltrs	Finis	
13	Nawaar	Fine Quality 3kg Roll	
14	Pochara	Fine Quality	
15	Tea Cup with perch	Fine Quality	
16	Jug glass	Fine Quality	
17	Glasses	Fine Quality	
18	Pole Flag Pakistan	Fine permanent color	
19	Pole Flag NH&MP	Fine permanent	
20	Soap	Antiseptic	
21	Duster cloth	Cotton	
22	Tissue Roll	Absorbent	
23	Surf	500gm	
24	Table Spoon	Stainless steel	
25	Tea spoon	Stainless steel	
26	White cotton cloth for table 8*5	Fine quality	
27	Thermos 1.5 ltr	Fine quality	

Form "B"

FINANCIAL PROPOSAL FOR MISCELLANEOUS ITEMS UNDER THE HEAD OF OTHER STORE (A03970) FOR SECTOR N-5 NORTH-I KHAIRABAD

Name of the firm, complete Address with telephone & Fax No.

S #	Item description and specification of NH&MP	Qty	Unit price without GST	17% GST	Total unit price with GST	Total Bid cost
1	Air Freshener (Min 300ml Bottle)					
2	Bath Towel (Fine Quality) White					
3	Dust Bin Plastic Medium Size					
4	Table cloth with NH & MP logo 6*4					
5	Battery 12v 200 mAh					
6	Mosquito Spray					
7	Tissue Box (150x2)					
8	Wiper With Rubber Blade (Large)					
9	Toilet Acid					
10	Broom					
11	Toilet Brush					
12	Phenyl 3.0 Ltrs					
13	Nawaar					
14	Pochara					
15	Tea Cup with perch					
16	Jug glass					
17	Glasses					
18	Pole Flag Pakistan					
19	Pole Flag NH&MP					
20	Soap					
21	Duster cloth					
22	Tissue Roll					
23	Surf					
24	Table Spoon					
25	Tea spoon					
26	White cotton cloth for table 8*5					
27	Thermos 1.5 ltr					

GENERAL INSTRUCTIONS & CONDITIONS

1	Pay Order/Call Deposit Receipt/Bank Draft of Rs. _____ bearing No. _____ dated _____ of Bank _____ is attached in original as 3% earnest money.
2	The bid(s) is/are valid for _____ days.
3	Offered price(s) is/are inclusive of 17% General Sales Tax.
4	Payment will be claimed on completion of 100% supply as per tender specifications and approved samples.
5	Successful bidder(s) shall deposit 5% of the total value of contract money as performance warranty in shape of Pay Order, Call Deposit Receipt, Bank draft, which will be retained by the department till expiry of warranty period for one year from the date of delivery of item(s).
6	A separate agreement shall be executed with successful bidder.
7	Bidder (s) must attach General Sales Tax (GST) Registration Certificate and National Tax Number (NTN). And mention its Bank Account No. _____ Name of Bank _____ Address _____
8	The quantity of items(s) can vary subject to availability of funds. Moreover, NH&MP reserves all the rights to reject any or all the tenders, without assigning any reason or to accept full or part of the tender at its discretion.
9	The delivery shall be completed within the financial year 2018-19 from the date of assigning of the agreement.
10	LIQUIDATED DAMAGES: If the suppliers fail to deliver the items of specified standard within the specified time period, the supplier shall deposit, without the prejudice to other remedies under the contract, liquidated damages, i.e. A sum equivalent to 0.5% per week and maximum up to 20% on the total value of the contract.
11	PENALTY FOR FAILURE OF SUPPLY: If the firms fail to supply any or all the items as per specifications and required standard, 5% security of total value of contract shall be forfeited and the un-supplied items will be purchased on the risk and the cost of supplier. Action for black listing of the firm will also be initiated.
12	All items (s) shall be inspected and will be supplied at Lines HQ, Sector N-5 (North-1) Khairabad.
13	Item(s) which will not be found according to required specifications/standard shall not be accepted.
14	In case, any of the terms and conditions of the agreement is violated, the responsibility for any loss or damage will lie on the supplier firm.

(SIGNATURE & SEAL OF BIDDER)