

## **Bidding Document**

**For the provision of Wheat Straw Chopper Machine**

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### **Document No.**

PLDDB/Proc./Mar-0231/2023



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

273-B, Block B Revenue Employees Cooperative  
Housing Society, PIA Road Lahore.

☎ 042-99333045-6, ✉ info@plddb.pk



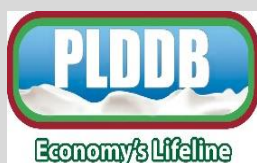
## Tender Notice

### For the provision of Wheat Straw Chopper Machine

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, companies, firms and individuals for the provision of following item at LES-Farm Khizerabad, Sargodha.

| Sr. No. | Item                        | Specification  | Quantity |
|---------|-----------------------------|--|----------|
| 01      | Wheat Straw Chopper Machine | <ul style="list-style-type: none"><li>No. of Blowers: 02</li><li>No. of Cutting Blade: 24-32</li><li>Thresher Speed: 540-850 RPM</li><li>No. of Blade on drum: 250-300</li><li>Machine Weight: 2000 Kg</li></ul> | 01       |

- ▶ The detailed bidding documents may be purchased upon submission of a request on company letterhead along with Rs. 1,000/- (non-refundable) from the PLDDB office during working hours (09:00am to 5:00pm) immediately after the publication of the tender notice, and it is mandatory to obtain signed copies from the Procurement Cell one (01) day prior to the opening of the tender.
- ▶ Bidding shall be conducted through Open Competitive Bidding Single Stage-Two Envelops procedure as per PPRA Rules.
- ▶ The **Bid Security/Earnest Money @ 2% (Rs.22,000)** of estimated cost **(Rs.1,100,000)** in the form of “CDR, Bank Draft, Pay Order etc.” in favor of “**Punjab Livestock & Dairy Development Board**” is required to be submitted with the Technical Bid.
- ▶ The bids shall be submitted on or before **10:30 am** on **March 31, 2023** and that shall be opened on **11:00 am** on the same day in the presence of all Bidders or their authorized representatives.
- ▶ PLDDB reserves the rights to accept or reject all the tenders prior to acceptance, as per PPRA rules 2014.



Procurement Cell

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## Terms & Conditions:

- A. At least 01-year experienced company in the same field may participate in the Bid.
- 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 above-mentioned specifications.
- D. Financial invoices will be included all sort of taxes, PLDDB will not bear any kind of tax.
- E. Bidders are required to submit 2% (refundable) of bid security of estimated amount with their financial bid in shape of CDR.
- F. Ambiguous quotations will be rejected on the spot.
- G. Tenders received after due date and time will not be entertained at any cost.
- H. 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.
- I. The successful bidder will provide the item (LES-Farm 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 costs.
- J. The technical committee may reject the item during the inspection if it does not meet the standards.
- K. 01-year warranty after sale services is required in case of any fault except physical damages.
- L. Payment will be made within a month after the delivery of the items in favor of the company.
- M. 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 considering 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 items/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) Tender should be quoted final rates both in word as well as in figures.
- 3) PLDDB requires that the bidders submit the above earnest money (refundable in case of unsuccessful bid) in its favor.
- 4) Any condition, ambiguous or called incomplete offer in any respect shall be ignored. No supplementary or revised offer after the opening of tender shall be entertained.
- 5) The tenders should indicate the tender's complete address or the place where store / service will be offered for inspection.
- 6) The tender shall enclose catalogue/leaflets/literature and other technical data, if any in respect of store/service offered by them.
- 7) The tender should specifically indicate their G.S.T. No. and Sales Tax No.
- 8) Any erasing / cutting / crossing etc appearing in the offer must be properly signed by the person signing in the tender. Moreover, all pages to the tender must also be properly signed. Offer with any over-writing shall in no circumstances be accepted.
- 9) In case of representative's participation in the bidding process, he/ she must have NOC by the senior management of his/her office.

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

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

1. 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 for Wheat Straw Chopper Machine**

**Dear Sir,**

It is submitted that .....is interested in participating in the bidding process for the Wheat Straw Chopper Machine for LES-Farm advertised by your Organization at PPRA website, and PLDDB official website. Additionally, our organization is fully qualified and fulfills your requirements in accordance with 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:



### **Bidder's Bona-fide Statement**

I hereby declare that the information and particulars provided above are accurate. Moreover, I declare that if any of the above particulars or information is discovered by the company to be inaccurate or false in any way whatsoever, my Tender may be voided before or after acceptance and the whole process may be considered void ab-initio.

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**Authorized Signature**

*Procurement section  
Punjab Livestock & Dairy Development Board*

### **Bidders' closing remarks**

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.

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**Authorized Signature**



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