



GOVERNMENT OF PAKISTAN
COLLECTORATE OF CUSTOMS APPRAISEMENT (EAST)
CUSTOM HOUSE, KARACHI



File No. 1(17)/CoC/Airconditioners/Tender No.02/2024-25

Dated: 10.01.2025

TENDER NOTICE NO. 02/2024-25

Scaled bids are invited by Collectorate of Customs Appraisement (East), Customs House, Karachi, from reputable service providers as per following detail:

S.#	MAINTENANCE AND SERVICES	SPECIFICATIONS
1.	Maintenance & Servicing of all Air conditioners plus periodic maintenance & servicing to keep all items running 365 days a year at no additional cost)	As per Tender Document

2. The tender document(s) can be obtained from Administration Branch, Collectorate of Customs Appraisement (East), Customs House, Karachi, on cash payment of **Rs.2,000/- (non-refundable)** during office hours on or before **31.01.2025**.

Terms and Conditions

- i. The maintenance and services contract shall be granted on the basis of competitive bidding process, specified in Public Procurement Rules, 2004.
- ii. The bidders should be registered with Income Tax, Sales Tax and Sindh Sales Tax Departments, having their own office & phone / fax numbers (if found contrary the bid will be rejected).
- iii. The bidders should not have been black-listed by any authority in the past.
- iv. Bidders are required to furnish Security Deposit of 5% of their annual offer, in the shape of pay order or demand draft from a scheduled bank in favor of the **Collector, Collectorate of Customs Appraisement (East), Customs House, Karachi**. This Security Deposit shall be refunded to the unsuccessful tender participants. The Security Deposit shall be returned to the successful bidder on completion of the tender contract.
- v. The price shall be offered in local currency and include all duties and taxes and the expenses incurred on supplies including transportation, installation, labour etc, where required.
- vi. The tender bid must mention the type of warranty and after sale services, if any.
- vii. Sealed tender bids on prescribed tender document must be delivered to the address given below on **31.01.2025**, before **3:00pm** and the same shall be opened at **3:30pm** on the same day in the presence of the participants of the tender or their authorized representatives who desire to attend.
- viii. Bidders shall quote their final prices both in figures and in words, any cutting / overwriting and correction in the tender form will not be accepted.

- ix. The successful bidder shall provide their services within six working days of acceptance of tender and issuance of work order in this regard. The contract period will be for one year, further extendable for the maximum period upto three years in accordance with the PPRA Rules 2004, subject to satisfactory performance.
- x. The tender bid must be valid for at least **90 days**, after opening of tenders. Government duties and taxes including stamp duty @ 0.25% of total contract amount should separately be mentioned in the Technical Proposal.
- xi. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who has submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- xii. Procuring agency shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior awarding of procurement contract. A copy of the result shall be placed on the notice board of Collectorate of Customs Appraisement (East), Custom House, Karachi.
- xiii. Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document.
- xiv. The offer shall be valid for and up to **01.05.2025**.



(Noor ul Huda Mallick)
Deputy Collector (Headquarters)
Collectorate of Customs
Appraisement (East),
Custom House, Karachi
Phone # 021 – 99210384

Copy to:-

- ✓ 1. The Deputy Director, Public Procurement Regulatory Authority, First Floor, FBC – Building, G-5/2, Islamabad, for uploading on their website.
2. The Chief (FATE), Federal Board of Revenue, Islamabad, with the request to upload the subject advertisement on the FBR's website.
3. The Collector of Customs, Collectorate of Customs Appraisement (East), Karachi.



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CUSTOM HOUSE, KARACHI



Form of Bid

TENDER NOTICE NO. 02/2024-25

Bidder's Name : _____
N.T.N : _____ Sales Tax Registration No. _____
Postal Address : _____
Phone No. : _____ Fax No. _____
Email Address : _____

S.No.	Description of Maintenance & Services	Quantity	Units Prices including all Taxes
1.	Maintenance of Servicing of air conditioners & electrical equipments (Servicing of all Air conditioners plus periodic maintenance & servicing to keep all items running 365 days a year at no additional cost)	2 Ton = 11 Units 1.5 Ton = 13 Units 1 Ton = 13 Units	

TERMS & CONDITIONS

1. The maintenance & services contract shall be granted on the basis of competitive bidding process, specified in Public Procurement Rules, 2004.
2. The bidders should be registered with Income Tax, Sales Tax and Sindh Sales Tax Departments, having their own office & phone / fax numbers (if found contrary the bid will be rejected).
3. The bidders should not have been black-listed by any authority in the past.
4. Bidders are required to furnish Security Deposit 5% of their offer, in the shape of pay order or demand draft from a scheduled bank in favor of the **Collector, Collectorate of Customs Appraisement (East), Custom House, Karachi**. This Security Deposit shall be refunded to the unsuccessful tender participants. The Security Deposit shall be returned to the successful bidder on completion of the period of warrantee.
5. The price shall be offered in local currency and include all duties and taxes and the expenses incurred on supplies including transportation, installation, labour etc, where required.
6. The tender bid must mention the type of warrantee and after sale services, if any.

7. Sealed tender bids on prescribed tender document must be delivered to the address given below on **31.01.2025**, before **3:00pm** and the same shall be opened at **3:30pm** on the same day in the presence of the participants of the tender or their authorized representatives who desire to attend.
8. Bidders shall quote their final prices both in figures and in words, any cutting / overwriting and correction in the tender form will not be accepted.
9. Bidders are required to give complete description, catalogue of equipments along with their offer.
10. The successful bidder shall provide their services within six working days of acceptance of tender and issuance of work order in this regard. The contract period will be for one year, further extendable for the maximum period upto three years in accordance with the PPRA Rules 2004, subject to satisfactory performance.
11. The tender bid must be valid for at least **90 days**, after opening of tenders.
12. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
13. The supply against this work order means acceptance of all the terms of tender document and the supplier shall be responsible in all cases regarding warranty claims for One year.
14. Procuring agencies shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract. A copy of the result shall be placed on the notice board of Collectorate of Customs Appraisalment (East), Custom House, Karachi.
15. Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids are received shall be opened and evaluated in the manner prescribed in the bidding document.
16. The offer shall be valid for and up to **01.05.2025**.

Read and accepted the terms and conditions.

Authorized Signature of Supplier
with Official Stamp