

OFFICE OF THE
INSPECTOR GENERAL OF POLICE
GILGIT-BALTISTAN
GILGIT

NO.IGP-2(4)/ 9222 - 24 /2024

DATED 10-07-2024

TENDER NOTICE

Sealed tenders are invited from well reputed firms/contractors/suppliers registered with the Income Tax (where applicable) for procurement of the following categories of goods/services for Central Police Office Gilgit, for the financial year 2024-25:-

1	2	3	4	5	6
S#.	Name of item	3% Call Deposit (Refundable)	Date of Opening	Closing Time	Opening Time
1.	Misc items		06-08-2024	1100 hrs	1130 hrs

Terms and Conditions

1. Sealed bids may be submitted to the undersigned before the closing date/time (as given above) which will be opened by the committee in the presence of the contractors/suppliers or their authorized representatives at Central Police Office KIU Road Konodass, Gilgit.
2. Separate envelopes containing Technical and Financial proposal must be submitted before the closing date/time and only those bidders will be qualified for financial bidding who fulfill technical terms and conditions (as per evaluation criteria).
3. Contractors/suppliers may offer only that category of tender in which bidder/supplier has a complete setup (own shop/store, workshop etc) with all documentary evidence duly attested.
4. The contractor/supplier will be bound to supply demanded items/services at CPO Gilgit on the same rates during the financial year 2024-25.
5. Tender of each category be offered mentioning name of category in bold manners on sealed envelope.
6. The bid security/call deposit (3% of total allocated Budget for CFY 2024-25) in shape of bank draft of a scheduled bank in the name of AIG LOG CPO may be attached with Technical Proposals. The proposal without call deposit will not be entertained.
7. The bids/proposals of only registered firm/dealers/suppliers/contractors will be entertained.
8. The rates of items if not included in the prescribed form will be determined in accordance with the prevailing retail price/market rate at the time of supply.
9. All kind of taxes (where applicable) will be inclusive in the bid price and borne by the firms/dealers suppliers/contractors.
10. Conditional, ambiguous and incomplete bids will not be accepted.
11. Abnormally high or unusually low rates offered by the bidder will be rejected.
12. The competent authority reserves the right to accept or reject any one or all the tenders.
13. The rates of items offered by the Contractor must be filled computerized i.e manually filled rates will not be accepted.

Note:-

Prescribed Form/Bidding Documents containing detailed list and order instructions of each category may be obtained from the office of the undersigned during office hours.


AIG LOGISTICS
Central Police Office, Gilgit.

GENERAL INSTRUCTIONS & CONDITIONS FOR THE BIDDERS

1. Only those firms are allowed to participate in the tender who are General Sales Tax (GST) registered and have National Tax Number (NTN) wherever applicable.
2. Bidder (s) must have sound financial position, sufficient experience, well reputation and capability for timely completion of supply.
3. Bidder (s) must attach 3% of the complete bid/offer (cost with GST, if applicable) as earnest money (refundable) in the shape of Pay Order, Call Deposit Receipt, Bank Draft or Bank Guarantee.
4. Bid (s) found without 3% of the complete bid/offer (cost with GST, if applicable) as Earnest Money in the shape of Pay Order, Call Deposit Receipt, Bank Draft will not be considered and turned down.
5. Firm (s) must certify that it has not been blacklisted from any government organization.
6. Bid (s) without 3% Earnest Money in the form of Call deposit shall not be accepted.
7. No bidder will be allowed to submit its second or third offer with the same bid.
8. Only those Bid (s) will be considered which would be submitted on the CPO tender documents.
9. **Bid Opening Procedure**

Single stage-two envelope procedure will be adopted to evaluate the offer (s).
The bid shall comprise a single package containing two separate envelopes each envelope should contain separately the **“TECHNICAL PROPOSAL”** and **“FINANCIAL PROPOSAL”**.
Two separate envelopes shall be marked as **“TECHNICAL PROPOSAL”** and **“FINANCIAL PROPOSAL”** in bold and legible letters.
Initially **“TECHNICAL PROPOSAL”** will be opened to evaluate the offer (s) with the specification (s) and required criteria mentioned in the tender document.
If offer (s)/item (s) which will not be found according to the standard/specification (s) and evaluation criteria shall not be accepted **“FINANCIAL PROPOSAL”** of such firms will be returned unopened on spot.
“FINANCIAL PROPOSAL” will be opened only of those firms whose offer (s)/items would be found as per specifications and laid down criteria.
10. The offered price of item (s) should be inclusive of General Sales Tax applicable. Income tax will be deducted at the time of payment.
11. The successful bidders shall deposit 5% of the total value of contract as performance warranty which will be retained by the department till expiry of warranty period. The period of warranty/guarantee will start from the date of delivery/satisfactory inspection of item (s).
12. A separate agreement shall be executed with successful bidder.
13. The quantity of item (s) can vary subject to availability of funds.
14. The delivery/supply shall be completed within the period specified for each item from the date of signing of the agreement for the financial year, 2024-25.
15. All item (s) shall be inspected at CPO GB Gilgit.
16. Those item (s) which are not found according to required specification/standard shall not be accepted.
17. In case any of the terms and conditions of the agreement is violated, the responsibility for any loss or damage will be borne by the supplier.
18. Tender will be opened at CPO GB Gilgit.
19. After acceptance of tender in case of refusal to execute contract or failure to supply the items, security deposit will be forfeited to government and the firm will also be blacklisted.

(SIGNATURE & SEAL OF BIDDER)