

**RESTRICTED**

306 Spare Depot Electrical and Mechanical Engineers  
Quetta Cantonment  
Telephone Number : Military: 081-2490-33742  
Case Number : 81207/Local Purchase / Invitation  
Tender/Electrical and Mechanical Engineers  
Jan 2025

To: The Public Procurement Regulatory Authority  
Sector G-5/2 Islamabad

Subject: **Invitation Tender Number. 09 (Financial Year 2024-2025)**

306 Spares Depot Electrical and Mechanical Engineers, Quetta intends to purchase the **B VEH MT Spares** Itmes mentioned in **Invitation Tender Number 09** to this letter .

**TERMS AND CONDITIONS OF THE TENDER**

1. **Rates-**

- a. Quoted rates must be valid up to **30 Jun 2025.**
- b. Quoted rates must be inclusive of all the Government taxes i.e. **General Sales Tax , Income Tax and other.**
- c. Rates will be Quoted for **brand new items.**
- d. Country of origin / Brand of the item quoted will be mentioned against each item like Japan, Pakistan and United Kingdom etcetera. **Quotations without country of origin will be rejected.**
- e. Quantities required at the time of issue of purchase order are at buyer's discretion.
- f. Sellers may quote, separate rates for Bulk Quantities.(The qty in bulk will be defined by sellar)
- g. **Rates quoted will be valid for delivery in all the places of the Balochistan Province.**
- h. **Rates quoted will be applicable throughout the country. Seperate rates may be quoted for regions other than Balochistan.**

2. **Quotations**

- a. No columns should be left blank in quotation and no ser should be changed or deleted , however, NQ (Not Quoted) should be written in column for Items not being quoted.
- b. **CUTTING OR OVERWRITING** in the quotation makes it liable to rejection.
- c. Please be careful while quoting the country of the origin as the sample/Items must also comply to the origin mentioned in quotations , otherwise your firms will be warned and will be liable to de registration.
- d. The purchaser retains the authority to REJECT any or all the quotations in the light of PPRA rules.
- e. **Quotations will be dropped in two envelopes clearly marked as one for "Technical Offer" and other for "Commercial offer".Single stage one envelope bidding procedure shall ordinarily be the main open competitive bidding procedure used for most of the procurement.**
- f. **Separate CDs of "Technical Offer" and "Commercial Offer" are mandatory to be submitted along with quotation.**
- g. **Commercial offer of technically accepted offers will be opened in front of the vendors .**
- h. **Firms quoting prices in genuine/ OEM will provide authorized dealership letter alongwith the bid.**
- i. **Rate quoted in any Brand their Country of Origin must be mention otherwise Rate consider as Local brand.**

3. **Supply Requirments**

- a. Advance Samples will be provided by the firms to assess the quality, technical feasibility and functionality of the item, when asked by buyer.
- b. The store(s) / item(s) to be supplied after the acceptance of advance sample should be exactly in accordance with the specifications of advance sample.
- c. Supporting technical literature should accompany the equipment/machinery quoted.
- d. The firm has to provide the **Principal documents i-e , import documents, agency agreements, bill of Lading, export license of Oiginal Equipment Manufactur along with specific order details, at the time of delivery of items, where deemed necessary.**
- e. Bulk supply will be made by the firm after successful acceptance of advance sample by Technical Oversight Board (TOB) /Quality Assurance Department.
- f. **Firms / Contractors are bound to supply the quoted spares to other regions of Pakistan, if**

required after invitation tender with concerned regional Procurement authorities.  
Attention on is drawn to para 1h above.

4. **Tender Opening**
- Quotation must be dropped in the tender box before **1000 hours on 14 Feb 2025**.
  - The tender will be opened **14 Feb 2025 at 1100 hours**.
  - No Quotation will be accepted after due date and time.
  - The firm has to deposit **Rs. 5000 each** tender at the time of submitting the quotations **in form of bank draft pay order of Rs 5000/- with the quotations in the name of Comdt 306 Spares Depot**. Quotations of the firms that will not provide IT Fee will be rejected.
  - The tender is available on Public Procurement Regulatory Authority website and (delivery period must be mentioned while quoting the rates?)
  - Bid security equivalent to (5% of total bidding amount) is mandatory as per PPRA Rules. All firm will provide Bid security along with their bids. Quotations of the firms that will not provide Bid Security will be rejected.
5. **Registration:** - Normally General Headquarters security wise cleared firms, registered with this Installation or any other Defense organization can participate in this tender inquiry. However, if the bid winner is not registered with 306 spares Depot as per procedure in vogue, necessary registration modalities will have to be completed on priority by the Bid Winner within **ten days** of the invitation tender opening date, otherwise the purchase order will be issued in the name of the firm with next higher rate registered with 306 spares depot.
6. **Special Instructions**
- 306 Spares Depot Electrical and Mechanical Engineers will bear no responsibility for wrong quotation. Do carefully study the specifications of store(s) / item(s) of this tender inquiry before quoting.
  - Any omission due to misprinting, typing error, illegible quotations will be liable to rejection of quotations.
  - Do read all clauses carefully before preparing the quotations.
  - Any discrepancy of clause (s) in quotation will make the quotation liable to rejection.
  - Provide Quotations on Firm letter head in HARD COPY and SOFT COPY. **Without SOFT COPY the quotation will not be accepted.**
  - The acceptance of the said spares can be subjected to functional test from competent inspection authorities, if deemed necessary.
  - Provision of copy of AGENCY AGREEMENT is necessary in order to prove that the firm is capable of providing requisite spares from its principal. Any cost required for confirmation of capability of 'Principal' will be borne by the firm. Any quotation against imported items without providing a copy of AGENCY AGREEMENT will be REJECTED.
  - Knowledge and acquaintance with current PPRA rules will be supplier responsibility.
7. **PPRA Rules in Case of emergency**
- Rule 42 (d) (iii) for reason of extreme urgency brought about by events unforeseeable by the procuring agency, the time limits laid down for open and limited bidding methods cannot be met. The circumstances invoked to justify extreme urgency must not be attributable to the procuring agency.
8. **Bids Security**
- Bid security and IT Fee is mandatory as per PPRA rules.

Lieutenant Colonel  
Commandant  
(Waqas Khan Jadoon)

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