



No.F.T.1-1/2018/EPBRR/ 312

Government of Pakistan

Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System

Federal Seed Certification and Registration Department

G 9/4, Mauve Area, Islamabad

Islamabad, the 23rd October, 2024

Subject: **Uploading of the tender notice for supply of Physical Assets (Furniture & Fixture) under developmental project titled "Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System"**

The undersigned is directed to attach herewith, tender notice and tender document for the procurement of Physical Assets (Furniture & Fixture) to be uploaded at PPRA website for developmental project titled "Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System"

2. The online tender notice and tender document has already been emailed to PPRA (Info@ppra.org.pk) for uploading on its website.

(Nazar Iqbal)

Director/Project In-charge
FSC&RD, Islamabad

d/c

Deputy Director-II
Public Procurement Regulatory Authority
1st floor FBC Building Near State Bank,
Sector G5/2, Islamabad

TENDER NOTICE

The Federal Seed Certification and Registration Department for its developmental project titled **“Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System”** invites sealed tenders according to Public Procurement Rules 2004, from the reputed local parties/firms registered in e-Pak Acquisition and Disposal System (EPADS) of PPRA and Income tax & sale Tax department as well as active tax payer list of FBR for the supply of Physical assets (Furniture & Fixture). It is requested that per unit cost (Rs.) inclusive of GST for the C.F.Y 2024-2025 may be quoted

Cat 5: Furniture and Fixtures		
1	Officer Tables	14+1
2	Officer Chairs	14+1
3	Staff Tables	20
4	Computer Tables	10
5	Computer Chairs	30
6	Center Tables	3
7	Visitors Chairs	25

Cat 5: Furniture and Fixtures		
8	Conference Room Tables and Chairs	1 table with 20+1 chairs
9	Steel Almira's	2
10	Rostrum Conference Room	1
11	Miscellaneous (Sofa Sets 7 seater)	2

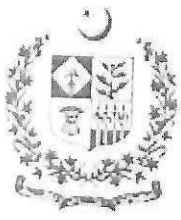
2. Tender procedure will base upon **“Single Stag-Single Envelope”** as bidding method as prescribed under PPRA Rules. A complete set of tender documents may be obtained by the interested tenderers during the office hours on any working day from Deputy Director (CSTL)/ Deputy Director (PBRR-P) at FSC&RD Building, Mauve Area, G-9/4, Islamabad and may also be uploaded on EPADs portal. Tender may also be reviewed/Downloaded from department websites (www.federalseed.gov.pk) as well as from www.ppra.org.pk. Complete tender must reach at the address given below on or before **1100hrs 11th November 2024**. Tenders will be opened on **11th November 2024 at 1200 hrs** in presence of bidders or their representatives at committee room of FSC&RD HQ, Mauve Area, G-9/4, Islamabad.

3. Earnest money @ 2% of the total bid in the form of Bank Draft (refundable) drawn in favor of Project Incharge, **“Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System”** should be attached with the tender, otherwise tender will not be accepted.

- i. The tender shall chronologically serialize all pages of the tender documents submitted. The proposals must be duly signed and sealed. Incomplete or tender received after due date/time will be rejected.
- ii. Specifications of furniture and fixture should be clearly mentioned in the tender and subject to sample approval.
- iii. Supply of items should be made within 30 days after the receipt of supply order.
- iv. In case of non-supply of items by the successful bidder within the prescribed period after issuance of supply/work order, the earnest money deposited with this Department will be forfeited.
- v. In case of failure to completion of supply of items, penalty will be imposed on defaulting bidders under the Government rules.
- vi. This department reserves the right to cancel the above tender as per Rule No. 33 PPRA 2004.
- vii. Department may increase/decrease the quantity/No. of items as per availability of Funds.
- viii. Complete terms and conditions are furnished in tender documents.

(Nazar Iqbal)

Director FSC&RD /Project Incharge,
Mauve Area, G-9/4 Islamabad
Ph: 051-9262148, 92 333-5260646



No.F.1-1/2018/EPBRR
Government of Pakistan
 Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System
Federal Seed Certification and Registration Department
 G 9/4, Mauve Area, Islamabad

Islamabad, the 23rd October, 2024

TENDER NO. FSC&RD PBRR Project/

TENDER DOCUMENT

The Federal Seed Certification and Registration Department for its developmental project titled **“Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System”** invites single stage two envelop sealed tenders according to Public Procurement Rules 2004, from the reputed local parties/firms registered in e-Pak Acquisition and Disposal System (EPADS) of PPRA and Income tax & Sale Tax department as well as active tax payer list of FBR for the supply of Furniture & Fixture. It is requested that per unit cost (Rs.) inclusive of GST for the C.F.Y 2024-2025 (30th June 2025) may be quoted. Closing date for submitting sealed tenders is up to **11-11-2024 till 1100Hrs.** The tenders shall be opened on the same day at 1200Hrs by the FSC&RD Purchase Committee in the presence of bidders or their authorized representative. It is requested that per unit cost (Rs.) inclusive of GST may be quoted by the participating firms.

Sr.#	Equipment	Specifications	Qty.
Category 5: Furniture And Fixtures			
1	Steel Almira's	Steel Almira Size 78"x 36" x 18", Made of mild steel sheet 20 Gauge with three shelves and two lockable flush doors. Finished with silver hammer paint as per approved design. Subject to Sample Approval	2
2	Officers Tables with side rack	EXECUTIVE TABLE with Size: 1829 x 914 x 760 mm Structure made of 700 density chipboard pressed with shisham veneer or equivalent on both sides. Wooden part with solid seasoned wood with 1.5 inches front profile for all table. With 3 drawers lockable Complete with Laminated waterproof finish surface. SIDE RACK-COMPUTER ENABLED Size: 1065 x 460 x 760 mm with keyboard tray, CPU box (tower casing) and with one lockable door. Complete structure made of 700 density chipboard pressed with shisham veneer or equivalent on both sides. Complete finish with NC lacquer. Subject to Sample approval Quantity: 14 Officers + 01 Executive	14 + 1
3	Officers Chairs	Officer Revolving Chair: High back revolving chair, seat/back cushioned with 1st quality foam & green leatherite. Wooden arms shaped and finished with N.C lacquer or equivalent. Complete with 5-leg revolving pedestal, Subject to Sample approval. Quantity: 14 Officers + 01 Executive	14 + 1
4	Staff Tables	Computer Enabled Staff Table As per approved design & color, complete in all respect having: Size (LHW): 5(ft) x 2.5(ft) x 2.5(ft). The whole table and top are made from 16-18 mm thick prime quality imported MDF sheet with light UV coated. UV laminated table top shall be fixed with supporting frame with screws on the bottom side. The top shall also be provided with cable cups /holes fitted with desk grommets. Table shall have fully covered back shall have three drawers with prime central locking system on one side, a drawer and CPU box on the other side and a keyboard tray sliding on imported telescopic slide rails (HIS Supreme), inner	20

		sides of drawer will also be made of Light UV laminated sheet. Shall have suitable openings for computer cabling / ventilation. All edges of table shall be covered with Prime Quality PVC edging as per approved design/color (Matching Sheehsam Color) Subject to Sample approval.	
5	Computers Tables	<p>Computer Table</p> <p>As per approved design & color, complete in all respect having: Size (LHW): 4(ft) x2.5(ft) x2(ft)</p> <p>The whole table and top are made from 16-18 mm thick prime quality imported MDF sheet with Light UV coated/UV laminated table top shall be fixed with supporting frame with screws on the bottom side. The top shall also be provided with cable cups /holes fitted with desk grommets. Table shall have covered back 6-8 inches above Ground. Shall have two drawers with prime central locking system on one side above CPU box and a keyboard tray sliding on imported telescopic slide rails (HIS Supreme), inner sides of drawer will also be made of Light UV laminated sheet. Shall have suitable openings for computer cabling / ventilation. All edges of table shall be covered with Prime Quality PVC edging as per approved design/color Subject to Sample Approval</p>	10
6	Computers Chairs	<p>Low Back Revolving Computer Chair</p> <p>Revolving chair with Low back in approved design/color having: Revolving Five Star imported base with imported wheel casters attached with base. The chair shall have imported hydraulic up & down and reclining features. Seat upholstered with best quality rexine/commercial fabric of approved color with 2" thick first quality foam and mached back with life time guarantee, as per approved design. Armrest should be fixed and shall made of plastic. Chair must have attractive design with best quality finishing Subject to Sample Approval</p>	30
7	Conference Room Tables and Chairs	<p>Revolving chair with high back in approved design/color having: Revolving Five Star imported base with imported wheel casters attached with base. The chair shall have imported hydraulic up & down and reclining features. Seat upholstered with best quality rexine/commercial fabric of approved color with 2" thick first quality foam and mashed back with life time guarantee, as per approved design. Armrest should be fixed and shall made of plastic. Chair must have attractive design with best quality finishing.</p> <p>Subject to Sample Approval</p> <p>20: Revolving Chair</p> <p>1: Executive Chair</p>	1 table with 20 + 1 chairs
8	Center Tables	As per sample. Subject to Sample approval	3
9	Visitors Chairs	Supply of Visitor Chair having structure made of solid seasoned best quality wood finished with Best Quality Polish / lacquer. Seats / back cushioned with approved color leatherite / sofa cloth. Subject to Sample Approval	25
10	Rostrum Conference Room	As per sample. Subject to Sample approval	1
11	Misc. (Sofa Set 7 Seaters)	As per sample. Subject to Sample approval	2

1. Tender procedure will base upon **"Single Stage-Single Envelope"** as prescribed under PPRA rules.
2. A complete set of tender documents may be obtained by interested tenderers during office hours i.e. 0830 to 1630 hours at the address given from Deputy Director (CSTL)/Deputy Director (PBRR-P). Tender documents may also be viewed/downloaded electronically from the PPRA Website as well as from department website (www.fedearlseed.gov.pk).

3. The Bids must be accompanied with the earnest money @ 2% of the total bid in the form of Bank Draft (refundable) drawn in favor of Project Incharge, **"Establishment of Plant Breeders Rights Registry and Strengthening of DUS Examination System"**
4. The Tenderer shall chronologically serialize all pages of the tender document submitted. The proposals must be duly stamped and sealed.
5. Completed tenders must reach at **"Federal Seed Certification & Registration Department (FSC&RD), Mauve Area, G-9/4, Islamabad"** on or before **11th November 2024** till 1100 hours and **also be uploaded on EPAD portal**. Incomplete and tenders received late will be rejected.
6. Tenders will be opened immediately after the deadline at **1200 hours on 11th November 2024** in the conference room of the FSC&RD Hqrs, located at Mauve Area, G-9/4, Islamabad. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend the tender opening.

General Terms & Conditions

1. The Terms & Conditions are as under: No proposal will be considered if:
 - i. Received without required documentation or found incomplete;
 - ii. Received later than the date and time fixed for submission;
 - iii. The Proposal is unsigned/unstamped;
 - iv. The Proposal is signed/stamped by the unauthorized agent of the Firm/company;
 - v. The Proposal is from a firm which is black listed or in litigation of some sort with any Public-Sector Organization;
 - vi. The Proposal is received by telephone/telex/fax/telegram;
 - vii. Received without earnest money;
 - viii. In contradiction with the specification given by the FSC&RD;
 - ix. Without sample of the items; where particularly demanded.
2. The bidder should be on the Active Tax Payer List for GST and Income Tax of FBR.
3. Applicable Income tax and GST will be deducted at source/as per rules.
4. No advance payment will be permissible;
5. In case, the selected/successful bidder(s) impose any conditions at a later stage; the earnest money will be confiscated and/or will be bar from further work with the department for a period determined by it.
6. Deadlines will strictly be observed, and penalty will be imposed if deadlines are not met.
7. Any attempt by a bidder to influence in the examination, evaluation, comparison, and post qualification of the Bids or Contract award decisions may result in the rejection of the bid;
8. The department reserves the right to accept or reject any or all proposals, at any time, as per PPRA Rules.
9. In case of any clarification in the proposal, please visit the office of the undersigned.
10. Bids should be valid for 90 days without any conditions. Any condition, whatsoever, will disqualify the firm from the process.
11. The delivery of items/equipment must be made within 4-6 weeks' time.
12. The prices should be quoted in PKR inclusive of all taxes.
13. No request for correction will be entertained after opening of the bid.
14. FSC&RD shall disqualify any firm(s), if at any stage; it finds that the information submitted, or documents provided are inaccurate, fake, ambiguous or incomplete.
15. In case of any conflict in the price/cost quoted by the bidder; the unit cost quoted by the bidder will be consider. In case of no mention of GST. The prices/cost will be considered as inclusive of GST.
16. In case of any holiday is announced by the Govt. or any unforeseeable circumstances that prevent the tender from being opened on the date announced (Force Majeure Situation), the tenders will be opened on the very next working day. Timing will remain same as mentioned in the tender notice.
17. Do not submit any other document other than demanded.
18. Applicable Income tax and GST will be deducted at source/as per rules. In case of exemption, please mention and attach the proper documentation duly verified from the concerned authorities.

19. Acceptance or rejection of the exemption certificate is the discretion of the department and refund (if any) may be claimed from FBR.
20. FSC&RD is authorized to vary quantities at the time of issuing supply order or as decided latterly according to its requirement.
21. Any proposal/tender received by FSC&RD after the deadline will be returned unopened to bidder concerned. Delays in the mail or courier, delays of person in transit, or delivery of a proposal to the wrong office shall not be accepted as an excuse for failure to deliver a proposal at the proper place and time. It shall be the bidder's responsibility to determine the manner in which timely delivery of his proposal will be accomplished either in person, by messenger or by mail to the concerned office.
23. All items have to be delivered to FSC&RD, office G-9/4, Islamabad.

(Nazar Iqbal)
Director General/ Project Incharge
FSC&RD, Islamabad

Deputy Director (IT & Web),
Public Procurement Regulatory Authority, 1st Floor FBC Building
near State Bank, Sector G-5/2, Islamabad- [with request to up-load the said advertisement in PPR, website and send a bill for payment].

- CC:**
1. Section officer (Plan-I), MNFS&R, Islamabad
 2. Project file store