

## CENTRAL ORDNANCE DEPOT - KHANEWAL

### INVITATION TO TENDER AND GENERAL INSTRUCTIONS

#### Tender No.3305/A/LP/KWD-1-2024-25 (1<sup>st</sup> Half)

1. Your offer / quotation must reach this office by **25 Jun 2024** upto 1100 hours.
2. Date and time of opening of tender is **25 Jun 2024** at 1200 hours.
3. Rates are invited for supply of **Ordnance / Miscellaneous Stores / Equipment**.
4. Store (s) purchased will be delivered at Central Ordnance Depot Khanewal / Depots all over the country.
5. **TERMS AND CONDITIONS GOVERNING BIDDING / PURCHASES AND GENERAL INSTRUCTION FOR BIDDERS:-** Following are the terms / conditions and general instructions for bidders:-
  - a. **Single Stage – Two Envelop Method**. In case of equipment / machinery / Generator Sets **Technical Offer & Commercial Offer** will be submitted in separate envelop with marking and then will be put in one envelop. If Technical Offer is as per requirement / GSR then Commercial Offer will be opened / included in Comparative Statement.
  - b. Lowest firm will be bound to install the equipment and also arrange 1-2 Week necessary training regarding operating / maintenance to the users at user premises.
  - c. The purchaser reserves the right to accept or reject any offer if any of the condition (s) stipulated in this Invitation to Tender is violated.
  - d. All supplies will be subjected to tests and inspection (s) either by a Board of Officers constituted for the purpose or by ASID / IAS&C / Inspection Agency concerned.
  - e. Successful bidders will have to complete the supplies within one month stipulated period as specified in the purchase order(s), failing which appropriate penalty / LD as decided by Commandant Central Ordnance Depot Khanewal will be imposed besides necessary / appropriate disciplinary / punitive action.
  - f. During warranty period (For warranted stores) if a fault (s) occurs in supplied store (s), the supplier will be responsible to either rectify the fault(s)

communicated or get the faulty part(s) replaced within 7 (seven) days of receipt of information from the purchaser at his specified place(s) which can be other than the place of delivery of store (s). In case supplier fails to rectify the fault(s) or replace the faulty part(s) in a specified time, the purchaser will have the right to take disciplinary action against the supplier and also impose penalty if considered necessary / appropriate.

- g. During warranty period, it will be the responsibility of the supplier to carry out periodic maintenance of supplied store (s) as prescribed by the manufacturers free of cost at purchaser's specified place (s) which can be other than the place of delivery of store(s).
- h. Store offered must be brand new, **as per Army's approved specifications**, drawing and sample(s) where applicable and in standard packing as mentioned at Para 15 (Anx A & B).
- i. **Make / Model / Brand and Country of Origin** of store(s) must be mentioned in your offer / quotation.
- j. Price(s) / Rate(s) will be quoted based on delivery at locations as mentioned in Para 4 above.
- k. Price(s) / Rate(s) quoted must be inclusive of all applicable taxes / duties.
- l. Price(s) / Rate(s) quoted must be net per accounting unit.
- m. **Only one price / rate will be quoted** against an item, multi prices / rates if quoted will lead to rejection of the offer(s).
- n. Price / Rate (s) will be quoted in Pak Currency.
- o. Price(s) / Rate(s) quoted will be valid upto **31 Dec 2024**.
- p. Acceptance of inspection / testing of advance sample will not be taken as acceptance of bulk supply against Purchase Orders rather the inspection process will commence on delivery of complete / ordered quantity.
- q. Part delivery / Part payment is not accepted / allowed.
- r. Payment will be made after acceptance of ordered store(s).
- s. Firm will Provide latest / current model of equipment.
- t. Equipment is required to be delivered ex-stock.

- u. Performance Bank Guarantee worth 5% of total order value would be provided by firm for one year from the date of actual installation / operation of equipment if demanded by the purchaser.
- v. Proof of Taxes (Sales Tax Return / Invoice / Professional Tax Clearance Certificate) will be provided by firm before claiming payment.
- w. Certificate for Backup / Service / Spares during and after warranty for minimum of 5 years is required.
- x. After sales services would be provided on one call.
- y. One year standard warranty alongwith warranty card.
- z. Workshop, Repair, User manuals alongwith Dos and Don'ts and tool kits would be provided. Moreover, parts (Seals, Bearing, Lubricants, Oils and Fork Wheels) required to be changed after certain hours of usage must also be provided alongwith equipment.

6. **Special Instructions.**

- a. No changes / amendment in soft copy / hard copy provided by Central Ordnance Depot Khanewal with tender inquiry documents will be made, doing so will lead to rejection of offer.
- b. As far as possible price(s) / rate(s) must be quoted against each item, where price(s) / rate(s) are not being quoted, the space should reflect by words "**Not Quoted**" / "**N/Q**".
- c. List of store(s) (hard copy) / (Soft Copy on CD) will be submitted (writing with permanent ink) duly signed and stamped each paper or else offer will be rejected.
- d. Hard copy (list of store(s) having quoted rates(s) will be taken as "Offer" instead of "Soft Copy" submitted with it.
- e. Board of Officers has been composed by this depot for opening of tender / resolve the tender relating issues against complaints received from the bidders. Therefore, if firm / bidder have any complaint regarding tender may approach to the concerned Board of Officers at COD Khanewal.

7. **Purchaser's Right.** Purchaser does not pledge to accept the lowest or any tender and reserves the right of accepting the whole or any part of the offer made.

8. **Delivery of Tender.** The offer is to be submitted while using List of stores(s) (hard copy) / (Soft Copy on CD) issued with tender inquiry documents in one envelope.
9. **With-drawl of Offer.** If a bidder / firm withdraw(s) its offer within validity period i.e upto **31 Dec 2024**, the competent authority (Commandant Central Ordnance Depot Khanewal) may place such bidder / firm under embargo or blacklist.
10. **Pre-Qualification of Supplier and Contractors.** Pre-qualifications are as under:-
- a. On provision of valid security clearance of GHQ Military Intelligence Directorate and proper registration letter from any military installation can participate in the tender inquiry.
  - b. Valid NTN Certificate
  - c. Valid Sales Tax Certificate
  - d. Valid Professional Sales Tax Certificate.
  - e. Copy of CNIC of the proprietor.
  - f. 2 x photographs of proprietor.
  - g. Bank statement for last six months.
  - h. Application for registration in Central Ordnance Depot Khanewal with complete profile.
  - i. Provide performance certificate from the installation where proper registered if not registered with Central Ordnance Depot Khanewal.
11. **Tender Obtaining.** Interested firms can obtain tender related information between 0800 AM to 1400 PM hours from Monday to Friday. Address given below:-
- Local Purchase Officer**  
**Central Ordnance Depot Khanewal**
- Tel: 065-2610639  
 Fax: 061-531-32602  
 Email: codkhanewal@gmail.com
12. **Disqualification.** Offer (s) are liable to be rejected if:-
- a. There is any deviation from General / Special Instructions / Pre-qualification of supplier / contractors.
  - b. Price(s) / Rate(s) are offered excluding applicable duties / taxes.
  - c. If price(s) / rate(s) are not quoted (where applicable) against store(s) / item(s) with Army's approved specification(s), drawing(s) / sample(s).

- d. Offers are found conditional or incomplete in any respect.
  - e. Multiple price(s) / rate(s) quoted against an item.
  - f. More than one offer is made / submitted in same envelope.
  - g. Received later than appointed / fixed date and time.
  - h. Offers containing non – initialed / un authenticated correction / over writing(s).
  - i. If validity of offer is not quoted as required (as mentioned in tender inquiry) or made subject to confirmation later.
  - j. Offer made through Fax / E–mail / Telex.
  - k. If offer is found to be based on cartel action in connive with other sources / participants of the tender.
13. **Right's Reserved**. Commandant Central Ordnance Depot Khanewal reserves the rights to accept or reject any or all offers including the lowest.
14. **Application of Official Secret Act**. All the matters connected with the inquiry and subsequent actions arising there / from, are within the scope of official secret Act, 1923.
15. **Packing of Stores**. Stores will be accepted only in packing as per instructions given in Anx A & B (pasted below).

**Anx 'A'**

**REQUIREMENT OF CARTON (5x PLY) BASED PACKING**  
**(STD CARTON SIZE 23" X 15.5" X 13" )**

<b>Ser No</b>	<b>Item</b>	<b>No of Pieces to be packed in Each Carton</b>
1	Socks Men D/Knitted Khaki All Size	50
2	Gloves Knitted Khaki All Size	120
3	Cap Comforter Khaki	100
4	Vest Men Khaki F/Sleeve All Size	40
5	Jersey Men P/Over All Size	15
6	Pillow Bed Cover	200
7	Pillow Polyester	2
8	Net Mosquito	15
9	Towel Bath All Size	20
10	Gown Operation All Size	50
11	Durree Blue 6" x 3"	20
12	Shirt Men White All Size	50
13	Trouser All Size	50
14	Bed Sheet Cotton	50
15	Blanket Bed GS	5

16	Apron Hospital	50
17	Field cap (All sizes)	200
18	Kurta All Size	50
19	Pajama All Size	50
20	Rain Coat	25
21	Liner Parka Jacket	20
22	Liner Parka Trouser	20
23	Parka Jacket	25
24	Parka Trouser	25
25	Jersey Men H/N	15
26	Towel Hand Operating Green	50
27	Mattress Case Ticken Cotton	20
28	Blanket Bed Hospital Scarlet	5
29	Synthetic Fleece Blanket	5
30	Belt Waist Ribbed Pattern	50
31	Hat Jungle	100
32	Any other items which are not included in this list will also be provided in packing as instructed by purchasing authority	

**Anx 'B'**

**MARKING REQUIRED ON CARTONS**

<b>PART NO AND NOMENCLATURE OF ITEM</b>	
<b>Contract No / PO No</b>	
<b>No of Items in Carton</b>	
<b>Colour</b>	
<b>Size</b>	