

To: M/s \_\_\_\_\_  
Subj: **Tender Inquiry**

1. You are requested to please forward your offer for the following:-

Ser	Indent No & date	Shop	Ser	Items	A/U	Qty	IT No	Country of Origin
1.	Indent no 01 dt 02 Aug 24	Adm & Coord (D)	1	Paper Pin	Nos	100	IT-121	Pak/ Equivalent
			2	Stapler pin	Nos	100		
			3	Uniball Signo Blue	Nos	200		
			4	Ball Point blue	Nos	500		
			5	Uniball Signo Black	Nos	30		
			6	Uniball Signo Red	Nos	30		
			7	M&G Si Pen Blue	Nos	70		
			8	M&G Si Pen Black	Nos	100		
			9	Lead Pencil	Nos	300		
			10	Blanco Marker	Nos	100		
			11	Highlighter All Colour	Nos	100		
			12	Eraser	Nos	100		
			13	Permanent marker all colour	Nos	100		
			14	Blue Ink	Nos	50		
			15	Foot Ruler	Nos	50		
			16	Stapler Machine	Nos	20		
			17	Calculator	Nos	10		
			18	Telic Sheet Roll	Nos	02		
			19	Register 06 Qrs	Nos	100		
			20	Register 12Qrs	Nos	100		
			21	Register 16 Qrs	Nos	70		
			22	Gum Stick large	Nos	150		
			23	Eraser Pointer	Nos	50		
			24	Scotch Tape roll 1"	Nos	100		
			25	Scotch Tape roll 2"	Nos	100		
			26	Elfy	Nos	50		
			27	Envelope SE-04	Nos	2000		
			28	Envelope SE-06	Nos	2000		
			29	Envelope SE-08	Nos	2000		
2.	Indent no 02 dt 05 Aug 24	Adm & Coord (D)	1	Paper A-4 Size 70gm	Ream	250	IT-122	Pak/ Equivalent
3.	Indent no 03 dt 08 Aug 24	Adm & Coord (D)	1	Computer paper legal size 70gm	Ream	150	IT-123	Pak/ Equivalent
			2	Butterfly paper A-4 size	Ream	150		
4.	Indent no 04 dt 09 Aug 24	Adm & Coord (D)	1	Envelope Khaki all size	Nos	2000	IT-124	Pak/ Equivalent
			2	Pen stand	Nos	10		
			3	Plastic clipper file	Nos	50		
			4	Board marker all colour	Nos	50		
			5	White sheet large	Nos	200		
			6	Paste it yellow 3x3"	Nos	100		
			7	Paste it yellow 3x5 "	Nos	100		
			8	Paste it yellow 5x7 "	Nos	100		
			9	Paste it yellow 2x3 "	Nos	100		
			10	Drawing pin	Nos	20		
			11	Ready rackner	Nos	20		
			12	Drafting pad small/large	Nos	200		
			13	Ink CP-10	Nos	05		

Ser	Indent No & date	Shop	Ser	Items	A/U	Qty	IT No	Country of Origin
5.	Indent no 05 dt 12 Aug 24	Adm& Coord (D)	1	Toner 5-A	Nos	80	IT-125	Pak/ Equivalent
			2	Toner 80-A	Nos	30		
			3	Stencil Roll	Nos	10		
			4	Paper Clip	Nos	100		
6.	Indent no 06 dt 15 Aug 24	Adm& Coord (D)	1	Toner 85-A	Nos	20	IT-126	Pak/ Equivalent
			2	Toner 26-A	Nos	20		
			3	Toner 83-A	Nos	20		
			4	Toner 49-A	Nos	30		
			5	Toner 12-A	Nos	20		
			6	Toner 53-A	Nos	20		
7.	Indent No 43 dt 11 Sep 24	Shop-4 Maint	1.	Hydraulic Chuck 12"	Nos	01	IT-127	Pak/ Equivalent
			2.	Soft Jaws 6"	Set	02		
			3.	Soft Jaws 8"	Set	02		
			4.	Soft Jaws 10"	Set	02		
			5.	Soft Jaws 12"	Set	02		
8.	Indent No 10 dt 11 Sep 24	Store-II	1.	A-0547 Sodium Stannate (Ind) 97%Min	Kg	35	IT-128	Pak/ China Or Equivalent
9.	Indent No 01 dt 12 Sep 24	QC-D	1.	Bench Centers/ INSIZE or Equivalent M.C=600mm Center Height =200mm Parallelism accuracy=0.01mm Runout accuracy =0.001mm (Including 02xDigital Indicator With Stands, Umbrella Center, Rotary Center)	Nos	01	IT-129	China Or Equivalent
10.	Indent No 02 dt 10 Sep 24	QC-D	1.	Digital Radius Gauge (INSIZE) Range of external Radius = 5~910mm Range of Internal Radius = 7~910 mm Accuracy = $\pm 0.01R$ Resolution = 0.005mm Measuring unite =mm & Inch Accessories = 5 jaws for different sizes of internal or external arcs.	Nos	01	IT-130	China Or Equivalent
11.	Indent No 56 dt 06 Sep 24	Shop-2	1.	Steel 45 Size: Hex 22x1200mm	Nos	10	IT-131	Pak/ China Or Equivalent
			2.	Steel 45 Size: Hex 14x1000mm	Nos	40		
12.	Indent No 03 dt 27 Aug 24	Shop-4 TM Br	1.	Material B3F ( $\phi 1 \times 30 \times 45$ ) (Sheet)	Nos	50	IT-132	Pak/ Equivalent
			2.	Material Steel 10F ( $\phi 1.2 \times 80 \times 35$ ) (Plate)	Nos	120		
				Material Steel 10F ( $\phi 1.5 \times 70 \times 30$ ) (Sheet)	Nos	579		
			3.	Material Steel 40 ( $\phi 5 \times 80 \times 65$ ) (Plate)	Nos	60		
				Material Steel 40 ( $\phi 1 \times 90 \times 90$ ) (Sheet)	Nos	20		
				Material Steel 40 ( $\phi 2 \times 90 \times 90$ ) (Sheet)	Nos	15		
				Material Steel 40 ( $\phi 5 \times 90 \times 90$ ) (Sheet)	Nos	45		
			4.	Material Steel 08F ( $\phi 1.5 \times 25 \times 70$ ) (Sheet)	Nos	65		
			5.	Material Steel 10F ( $\phi 2 \times 45 \times 188$ ) (Sheet)	Nos	1000		
13.	Indent No 02 Dt 17 Sep24	MT Sec	1	Ignition Switch	Nos	01	IT-133	Pak/ Equivalent
			2.	Oil Seal	Nos	01		
			3.	Excelator Cable	Nos	01		
			4.	AC Fan Moter	Nos	01		
			5.	Disc Pad Set	Nos	01		
			6.	HT Lead Set	Nos	01		
			7.	Relay	Nos	02		

			8.	Oil Filter, Fuel Filters	Nos	04		
			9.	Front Bumper	Nos	01		
			10.	Fan Belt	Nos	03		
			11.	Sparking Plug Set	Nos	01		
			12.	Front Timing Cover Plate	Nos	01		
			13.	Alterneter Fan Belt	Nos	01		
			14.	AC Fan Belt	Nos	01		
			15.	Timing Belt	Nos	01		
			16.	Staring Gear Box Kit	Nos	01		
14.	Indent No 51 dt 06 Sep 24	Shop-2	1.	A-2619 Packing Tape 65mm	Roll	40	IT-134	Pak/China or Equivalent
			2.	A-2613 Printed Corrugated Container 255x255x150mm	Nos	400		
			3.	A-2614 Printed Corrugated Container 205x205x100mm	Nos	400		
			4.	A-2615 Printed Corrugated Container 150x100x100mm	Nos	400		
			5.	A-2616 Printed Corrugated Container 150x150x100mm	Nos	400		
			6.	Scotch Tape Transparent 1"	Roll	10		
15.	Indent No 52 dt 06 Sep 24	Shop-2	1.	A-2425 Polythene Envelops Transparent 14"x11" Weight 23gm/ft sq	Kg	25	IT-135	Pak/China or Equivalent
			2.	A-2426 Polythene Envelops Transparent 14"x21" Weight 23gm/ft sq	Kg	25		
			3.	A-2427 Polythene Envelops Transparent 14"x20" Weight 23gm/ft sq	Kg	20		
			4.	A-2428 Polythene Envelops Transparent 26"x19" Weight 23gm/ft sq	Kg	10		
			5.	A-2429 Polythene Envelops Transparent 35"x25" Weight 23gm/ft sq	Kg	05		
			6.	A-2431 Polythene Envelops Transparent 10"x16" Weight 23gm/ft sq	Kg	15		
			7.	A-2508 Grease Paper 20"x30"	Sheet	800		
16.	Indent No 53 dt 06 Sep 24	Shop-2	1.	H62 Size: Dia 50x800mm	Nos	03	IT-136	Pak/China or Equivalent
			2.	HPb59-1 Size: Dia 62x1000mm	Nos	04		
			3.	HPb59-1 Size: Dia 16x1000mm	Nos	100		
17.	Indent No 54 dt 06 Sep 24	Shop-2	1.	38CrMoALA Size: Dia 55x1000mm	Nos	10	IT-137	Pak/China or Equivalent
			2.	45Cr2NiMoVA Size: Dia 22x1000mm	Nos	10		
18.	Indent No 55 dt 06 Sep 24	Shop-2	1.	Steel 45 Size: Hex 36x800mm	Nos	35	IT-138	Pak/China or Equivalent
19.	Indent No 57 dt 06 Sep 24	Shop-2	1.	Steel 15 Size: Hex 27x1000mm	Nos	30	IT-139	Pak/China or Equivalent
			2.	Steel 35~45 Size: Hex 27x1000mm	Nos	50		
20.	Indent No 58 dt 06 Sep 24	Shop-2	1.	Steel 15 Size: Hex 17x1000mm	Nos	20	IT-140	Pak/China or Equivalent
			2.	38CrSi Size: Hex 17x1000mm	Nos	35		
21.	Indent No 59 dt 06 Sep 24	Shop-2	1.	38CrSi Size: Hex 19x1000mm	Nos	20	IT-141	Pak/China or Equivalent
			2.	Steel 15 Size: Hex 20x1000mm	Nos	25		
22.	Indent No 60 dt 06 Sep 24	Shop-2	1.	Textolite Size: 27mm(thickness)x4'x8'	Sheet	01	IT-142	Pak/China or Equivalent
			2.	Steel 10 Size: 1mm(thickness)x4'x8'	Sheet	03		
			3.	Steel 45	Sheet	05		

				Size: 7mm(thickness)x4'x8'				
23.	Indent No 61 dt 06 Sep 24	Shop-2	1.	MS Pipe Size: OD18x1(thick)x1000mm	Nos	05	IT-143	Pak/China or Equivalent
			2.	Steel 10 Pipe Size: OD10x1(thick)x1200mm	Nos	06		
			3.	Steel 20 Pipe Size: OD12x3(thick)x1200mm	Nos	05		
24.	Indent No 01 dt 03 Sep 24	Shop-K	1.	38CrMoALA in Dia Form Size Ø 55 x 75 mm	Nos	10	IT-144	Pak/China or Equivalent
25.	Indent No 02 dt 03 Sep 24	Shop-K	1.	Steel 40 ~ 45 in Hex form Size Hex 27 x 600 mm	Nos	20	IT-145	Pak/China or Equivalent
26.	Indent No 03 dt 03 Sep 24	Shop-K	1.	H62 in Rod form Size Ø 30 x 1255 mm	Nos	01	IT-146	Pak/China or Equivalent
			2.	H62 in Pipe form Size Ø 12 x 1 x 1050 mm	Nos	72		
27.	Indent No 04 dt 03 Sep 24	Shop-K	1.	MS in Sheet form Size δ3 mm x 4 ft x 8 ft	Nos	02	IT-147	Pak/China or Equivalent
			2.	B3F in Sheet form Size δ 3 mm x 4 ft x 8 ft	Nos	01		
			3.	A3 in Sheet form Size δ 5 mm x 4 ft x 8 ft	Nos	01		
28.	Indent No 06 dt 04 Sep 24	Shop-K	1	Copper Tungsten Alloy in Rod Form Size Ø 40x1000 mm	Rod	02	IT-148	Pak/China or Equivalent
29.	Indent No 41 dt 11 Sep 24	Shop-4 Maint	1.	Lubrication Lube # 10	Ltr	208	IT-149	Pak Or Equivalent
30.	Indent No 45 dt 12 Sep 24	Shop-4 Maint	1.	Anderson 160A Connector	Nos	100	IT-150	Pak / Equivalent
31.	Indent No 49 dt 24 Sep 24	Shop-4 Maint	1.	Insulation (Red)	Nos	350	IT-151	Pak / Equivalent
			2.	Insulation (White)	Nos	150		
			3.	Bricks (Cut)	Nos	100		
			4.	Std Bricks (2.5 Inches)	Nos	100		
			5.	China Cement (2.5 Kgs)	Bag	04		
32.	Indent No 02 dt 03 Sep 24	Shop-8 (D)	1.	Material T7A Strip δ 0.3x22	Kg	30	IT-152	Pak /China Equivalent
33.	Indent No 05 dt 04 Sep 24	Shop-K (D)	1.	Industrial Exhaust Blower 24" 220V 2A AC	Nos	02	IT-153	Pak /China Equivalent

### **INSTRUCTION TO BIDDERS ON SUBMISSION OF BIDDING DOCUMENTS**

- Rates will be quoted on FOR Taxila Cantt basis. Offer best competitive price" **MOST ADVANTAGEOUS BID ON LEAST COST METHOD**" while submitting your quotation.
- Over writing/incomplete/unstamped and cutting of any nature in the quotation will not be accepted /entertained.
- Do not quote more than one brand or any other items except our demand; no action will be taken if received.
- Bidding Process (**Single Stage-Two Envelope**)
- (a). **Each IT may be quoted separately (With PART-I and PART-II)**
- (b). **Part-I and Part-II** quotation will be enclosed in separate sealed envelopes for each inquiry. For identification purpose, the words "**TECHNICAL QUOTATION (PART-I) WITHOUT PRICE** and **COMMERCIAL QUOTATION (PART-II) WITH PRICE**" Shall Be Written in **CAPITAL LETTERS** on the respective sealed. Envelopes which will be placed in a large each bearing complete detail of the tender inquiry. Forward your quotation not later than **22 Oct 2024 at 1100 hrs.**

### **BID ENVELOPE FORMAT**

TENDER INQUIRY NO. 8600/ IT- 121 To IT-153 / Proc-D dated 04 Oct 2024.

TO BE OPENED ON **22 Oct 2024 at 11:30 hrs.**

To: DAD Procurement DESCOM (Factory)  
HEAVY INDUSTRIES TAXILA, TaxilaCantt  
FROM MS \_\_\_\_\_

### **TECHNICAL QUOTATION FORMAT**

S/No	Nomenclature / Description	A/U	Qty	(xxxx)
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### **COMMERCIAL QUOTATION FORMAT**

S/No	Nomenclature / Description	A/U	Qty	Unit Price With GST
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- The date of **Opening of bids** and the last date for the submission of bids shall be the same. Bids shall be opened at the time **22 Oct 2024 at 11:30 hrs.** The bids shall be opened at least thirty minutes after the deadline for submission of bids/Quotation (as per PPRA Rule-28 i)

(a) **GST & NTN should be mentioned on Technical, Commercial quotation, Otherwise offer will be ignored / Rejected by the CA.**

### **Delivery of Tender**

- The Tender / bid will be enclosed in a sealed envelope which will invariable marked with 'Bid against Tender Inquiry and Complete address. The Tender if brought by hand, will be handed over to security staff on duty at HRF (T)

Gate-1 for placing the same in the bid box (Proc Sec DESCOM Factory). The bid will not be brought by hand by any firm while visiting the office of DAD Proc. Moreover if required endorsement are found missing, the bid will be liable for rejection.

### **General Conditions**

9. All Firms participating in the tender will deposit 2% bid security of total quoted value in the shape of CDR/BG addressed to MD DESCOM, Heavy Industries Taxila. The bid security instrument shall be enclosed by the firm in Commercial offer. A separate certificate that 2% bid money enclosed in the commercial offer will be provided along with the technical offer.

10. All clauses/terms mentioned in this inquiry will be considered accepted by the firm in case no reference to them is given in the offer.

11. Info Tender fee in the shape of Cash for Rs.1000/- (Rupees One Thousand) in favour of Managing Director, HIT Taxila Cantt will invariably be enclosed with the technical quotation against each tender inquiry separately, failing which the quotation will be rejected.

12. Firms are instructed not to send Telex and Fax quotations. Such quotations/offers will not be accepted.

13. Suitable sample free of cost where called for will be supplied by the firm free of cost.

14. HIT reserves its right to cancel the bidding process with reason but without any obligation to justify such a reason.

15. The stores are required to be delivered at Taxila Cantt (HIT DESCOM Factory) within contract period from the date of signing the contract.

16. Offered price quoted must be final and inclusive of all Taxes, packing, handling charges, Installation & Commissioning charges if required.

17. Offers must remain valid for 90 days from the date of opening of the tender. In case of validity of offer not defined / less than 90 days by the firm, then offer will be considered validity 90 days by this org.

18. This inquiry may not be taken as an indication of subsequent supply order and does not in any way commit HIT to purchase the items offered.

19. Warranty period will be one year from the date of issuance of CRV of the stores.

20. In case of failure to supply the stores/machine items within stipulated period liquidated damages at following rate of % against total contract value amount (1% for first 21 days and 2% after that not exceeding to max value of 10% value of goods).

21. HIT reserves the right to increase/decrease the quantity of items, placed on the tender without any reference to the firm.

22. The net offered price must be inclusive of all / taxes as imposed by Government of Pakistan. The offers without mentioning of any taxes will be considered inclusive of taxes as imposed by govt of Pakistan against store / services.

23. In case of any dispute regarding the terms and conditions and the quality of stores, the decision of the Chairman HIT will be considered as final and binding on the suppliers/firms.

24. In case your firm fails to execute the order within the stipulated time and does not materialize the supply of ordered stores, the supply order/contract will be cancelled at your Risk and Expense. Expense expenditure incurred on the repurchase of offered stores will be recovered from your firm under existing procedures.

25. Inspection of the stores will be carried out at HIT Taxila Cantt.

26. If the store does not fulfill the tender requirements/standard specifications after being LOWEST then the next lowest offer will be considered. HIT may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The HIT shall upon Request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposal, but is not required to justify those grounds.

27. Conditional offers will not be accepted.

28. In case of electrical and electronics equipment warranty period may also be mentioned in technical quotation irrespective of prices (otherwise warranty period will be consider 1x year).

29. In case you do not wish to quote the rates please return the tender documents duly signed and stamped at your earliest.

30. Firms having excellent past record of supply / experience with DESCOM Factory as far as quality and timely provision of store is concerned will be given preference.

### **COUNTRY OF ORIGIN**

31. All countries except India, Israel and Taiwan.

### **Deposit of 5% Performance Bank Guarantee (BGs Against Contract till Warranty Period)**

32. The successful bidder shall furnish a (5% for Registered firms in HIT) Bank Guarantee within one month from the date of signing of the contract from scheduled bank in Pakistan against the total value of contract excluding Taxes / duties in the shape of CMA HIT Taxila Cantt. This Bank Guarantee must remain valid for 12 x months after the store are put in operation. BG will be released after completion of warranty period of store .i.e One year (Min).

### **TERMS OF PAYMENT**

33. Payment will be made by the CMA (HIT) Taxila Cantt against pre-receipted bill (duly affixed with revenue stamp) along with professional tax certificate (Photo copy attested) of the supplier after delivery and acceptance of stores.

34. Part payment of part delivery is allowed.

35. The payment to the registered persons may be linked with the active taxpayer status of the suppliers as per FBR database. If any registered supplier is not in ATL his payment should be stopped till the files his mandatory returns and appears on ATL of FBR.

36. No Advance payment in any condition.

37. Bill will be processed after the date of accepted store and CRV. (Subject to condition functional test for electrical /Electronics store).

38. Bill will be processed after received of acceptance on the basis of complete installation / up gradation and commissioning of subject machine by user.

### **ELIGIBILITY CRITERIA**

39. No firm will quote more than 1 x brand otherwise Quotation will be consider rejected / ignore at bidding stage. (Technical opening)

40. Offers of those firms will be rejected which is still having ending supplies of the contracted stores beyond respective DPs against previous contracts and return of sample issued against previous contracts of DESCOM.

41. Non mentioning of **country** and **Brand** in Quotation then Quotation will be rejected in technical scrutiny.
42. In case of indigenously locally manufactured items, should have capacity to manufacture desired number of parts. Capacity for manufacturing of parts will be verified by team ex DESCOM during Technical scrutiny of offers **if required**.
43. Confirmation of Delivery of store is **45 x Days** after signing of contract which may be confirmed in technical quotation otherwise offer will be rejected at the time of opening of technical quotation.
44. Firm should not be black listed or defaulted any ware within or outside Pakistan this regard firm should provide " No Black Listing / defaulting Cert" (affidavit on Judicial stamp duly attested by notary public to be provided).
45. Only registered supplier / person who are on Active Taxpayer List (ATL) of FBR an eligible to supply goods/services to government departments. Thus the bidders will submit certificate to this regard along with technical **bid**.
46. Professional / Trade Tax clearance certificate for CFY 2024-2025 duly stamped by Excise & Taxation department may be provided with Technical Quotation by the Bidder.
47. Firm with excellent record of supply / past experience with DESCOM as far as quality and timely provision of store is concerned will be given preference. Participating firms should not have defaulted in any contract with defense Organization.

#### **EVALUATION CRITERIA**

48. Firm quoted specs must be 100% same as demanded in IT otherwise rejected in technical evaluation.
49. Expertise may be determined on the basis of general/Specific Experience and past Performance (may be demanded if required by HIT).

WM  
DAD Proc (D)  
(Engr. Imtiaz Ali)