

GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE
(DEFENCE DIVISION)

INVITATION OF BIDS

Ministry of Defence invites sealed Bids from well reputed and experienced firms registered with Income Tax and Sales Tax Departments who are on active Taxpayers list of the Federal Board of Revenue for supply of following items during financial year 2024-25:-

- a. Quality velvet boxes for military medals;
- b. Ribbons for military medals (reduced size medals and miniature medals);
- c. Engraving names of awardees on military medals and roundels;
- d. Gold plating of NI(M) & HI(M) medals, silver plating of roundels of NI(M) & HI(M); and
- e. Stitching ribbons on medals (reduced size medals and miniature medals).

2. Bid documents containing detailed terms & conditions, method for applying Bids, Bid validity, opening of Bid, acceptance or rejection of Bids can be obtained free of cost from the undersigned by submitting an application on any Working Day from 0900 hrs to 1300 hrs before closing date i.e 30-9-2024. Bidding documents can also be downloaded from PPRA's website (www.ppra.org.pk) and MoD's website (www.mod.gov.pk).

3. Bids prepared in accordance with the instructions given in the Bidding documents must reach this Office in sealed envelope on 30-9-2024 by 1100 hrs. The bids will be opened on the same day at 1200 hrs in the presence of Bidders or their authorized representatives in the Office of Chairman, Tender Committee for Opening and Evaluation of Bids, Ministry of Defence, Pak Secretariat No-II, Rawalpindi Cantt. A Bidder can apply for all items listed at Para 1 or separately, as provided in the terms & conditions attached with the Bidding documents.

4. The successful Bidder will furnish performance guarantee which shall be 10% of the contract amount as specified under Rule 39 of Public Procurement Rules-2004.

5. The bidder will furnish a fixed amount of bids security not exceeding five percent of the estimated value of the bids in favour of Section Officer D-25 (Medals) Ministry of Defence Pak Sectt No.II Rawalpindi, Cantt, under Rules 25 of the Public Procurement Rules-2004.

6. Ministry of Defence reserves the right to accept or reject Bid in the light of Rule-33 of Public Procurement Rules-2004.

(Nasir Idrees)
Section Officer, Government of Pakistan
Ministry of Defence
Rawalpindi
Cell # 0306-9215279

F.No 2/4/D-25/2024

13 mod 99-309-6

GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE
(DEFENCE DIVISION)

BIDDING DOCUMENTS

for

NATIONAL COMPETITIVE BIDDING

for

Procurement of velvet boxes, ribbons for military medals, (reduced size medals and miniature medals), engraving names on military medals and roundels, gold plating of Nishan-i-Imtiaz(Military) and Hilal-i-Imtiaz(Military) medals, silver plating of roundels of Nishan-i-Imtiaz(Military) and Hilal-i-Imtiaz(Military) medals and stitching ribbons on military medals (reduced size medals and miniature medals) during Current Financial Year 2024-25.

2. Bidding documents are placed in following sequence:-

- | | | |
|------|---|---------------|
| i. | Terms & Conditions of Invitation to Bid- | Page-2 |
| ii. | List of Procurement Items | - Pages -3-4 |
| iii. | Contract Forms | - Pages -5-6 |
| iv. | Bid Forms | - Pages -7-8 |
| v. | Schedule of Requirements for Velvet Boxes and Ribbons etc | - Pages-9-11 |
| vi. | Evaluation Criteria | - Page -12 |
| vii. | Purchaser's Notification of Award | - Pages 13-14 |

TERMS AND CONDITIONS OF INVITATION TO BID

The terms and conditions of Invitation to Bid for procurement of velvet boxes, ribbons for military medals, (reduced size medals and miniature medals) engraving names on military medals and roundels, gold plating of Nishan-i-Imtiaz(Military) and Hilal-i-Imtiaz(Military) medals, silver plating of roundels of Nishan-i-Imtiaz (Military) and Hilal-i-Imtiaz(Military) and stitching ribbons on military medals (reduced size medals and miniature medals) by Section Officer D-25 (Medals) Ministry of Defence (Defence Division), Rawalpindi for **Current Financial Year 2024-25** are as under:-

1. The word "**Bid**" should be written in bold letters on single stage one envelope.
2. Complete address, CNIC, NTN certificate, certified copy of Firm Registration Letter, FBR's GST Registration Number and certified copy of Professional Tax Certificate valid up to 30-6-2025 alongwith specimen signatures should be provided on the Printed Letter pad of the Firm.
3. Rates quoted by the Firm(s) will remain valid till 30-6-2025.
4. Sealed "**Bid**" should reach the undersigned on or before 30-9-2024 at 1100 hrs alongwith samples of products. Bids will be opened in the presence of Bidders or their authorized representative(s) on 30-9-2024 at 1200 hrs in the Office of Chairman, Tender Committee for Opening and Evaluation of Bids, Ministry of Defence, Pak Sectt. No-II, Rawalpindi.
5. Samples of velvet Boxes and Ribbons are available with Ministry of Defence Section D-25 (Medals), GHQ Rawalpindi (Contact No.0306-9215279) for the perusal of Bidders.
6. The cost of the bid submission and samples will be borne by the Bidder.
7. On acceptance of "**Bid**", a formal supply order for required number of items shall be placed with the successful Firm. **Final payment will be made after delivery of demanded items.**
8. Bidder will furnish a fixed amount of bid security not exceeding five percent of the estimated value in favour of Section Officer D-25 (Medals) GHQ, Ministry of Defence, Rawalpindi as bid security in the light of Rule 25 of the PPRA's Rules-2004.
9. It is the sole responsibility of the qualified Firm to supply the items with approved specifications within stipulated time. In case, it is found that items provided are of substandard quality, the Contract will be cancelled. Performance Guarantee will be forfeited and the Firm will be blacklisted.
10. Ministry of Defence reserves the right to accept or reject Bids in the light of Rule-33 of Public Procurement Rules-2004.
11. An affidavit to the effect that the Firm has never been indulged in any irregularity or litigation and has never been blacklisted by any Federal or Provincial Ministry, Division, Department or Organization etc, must accompany the Bid offer.
12. Provision of any false statement or document(s) may result in disqualification of the Bidder.
13. No change in the Bid will be accepted once a Bid is opened.
14. The successful Bidder will furnish a performance guarantee which shall be of 10% of the contract amount under Rule 39 of Public Procurement Rules-2004, which will be returned on completion of supply of goods and services.
15. Late Bids will not be accepted on any grounds.
16. A bidder can apply for all items listed at Para 1 or separately.

**GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE
(DEFENCE DIVISION)**

PROCUREMENT ITEMS LIST CFY 2024-25

(i) VELVET BOXES FOR MILITARY MEDALS

S No	Name of Item	Quantity of each Unit	Technical Specification (In Inches)			Rate Without GST	Rate With GST
			Length	Width	Depth		
1.	Velvet Boxes for Nishan-i-Haider Medal.	02 Nos	12	9	2		
2.	Velvet Boxes for Hilal-i-Jur'at Medal.	02 Nos	12.2	8.2	2		
3.	Velvet Boxes for Sitara-i-Jur'at Medal.	04 Nos	10.2	7.2	1.2		
4.	Velvet Boxes for Tamgha-i-Jur'at Medal.	02 Nos	8.4	6.6	1.6		
5.	Velvet Boxes for Hilal-i-Imtiaz Medal.	46 Nos	12.2	9.2	2		
6.	Velvet Boxes for Sitara-i-Imtiaz Medal.	224 Nos	10.2	7.2	1.6		
7.	Velvet Boxes for Tamgha-i-Imtiaz Medal.	276 Nos	8.4	6.6	1.6		
8.	Velvet Boxes for Sitara-i-Basalat Medal.	02 Nos	10.2	7.2	1.6		
9.	Velvet Boxes for Tamgha-i-Basalat Medal.	138 Nos	8.4	6.6	1.6		
10.	Velvet Boxes for Service Medal	4000 Nos	5.6	4.6	1.4		
11.	Velvet Boxes with Silver roundels for Nishan-i-Imtiaz and Hilal-i-Imtiaz Medals.	46 Nos	15.2	4.4	3		
12.	Velvet Boxes for Parchments of Sitara-i-Imtiaz. Medal.	276 Nos	15	11	1.4		

(ii) DETAIL OF RIBBONS FOR MILITARY MEDALS

S No	Name of Item	Quantity to be procured(estimated)		Unit	Specification	Rate without GST
1.	Sash Ribbon for medals of Nishan-i-Imtiaz (Military)	15 Yards	Per Yards		width = 6.1 cms colour = Pak Green (BCC-26) (3.7 cms), outer white strip (BCC-1) (1.1 cms) and inner white strip (BCC-1) (1.3 cms)	
2.	Ribbon for Service Medals 30 Year	5000 Yards	Per Yards		The ribbon shall have thirteen stripes starting with navy blue in the centre alternating yellow ochre and deep red yellow ochre and navy blue outward	

3.	Ribbon for Service Medals 35 Year	3000 Yards	Per Yards	The ribbon shall have three stripes starting with khaki for Pakistan Army, white for Pakistan Navy & ending with calamine blue for PAF each depicting the colour of uniform of respective service.	
4.	Ribbon for Service Medals 40 Year	2000 Yards	Per Yards	The ribbon shall have three parts in red navy-blue sky blue colour and in that order to indicate Pak Army, Pak Navy & PAF.	
5.	Tamgha-i-Difa	2000 Yards	Per Yards		

(iii) **DETAIL OF RIBBONS FOR MINIATURE MEDALS**

<u>S No</u>	<u>Name of Item</u>	<u>Quantity to be procured (estimated)</u>	<u>Unit</u>	<u>Specification</u>	<u>Rate without GST</u>
1.	Ribbon for Service miniature 30 Year	5000 Yards	Each		
2.	Ribbon for Service miniature 35 Year	3000 Yards	Each		
3.	Ribbon for Service miniature 40 Year	2000 Yards	Each		
4.	Ribbon for Tamgha-i-Azm miniature	3000 Yards	Each		

(iv) **STITCHING RIBBONS ON MEDALS AND SASH MEDALS**

<u>S No</u>	<u>Name of Item</u>	<u>Quantity of each Unit</u>	<u>Rate without GST</u>	<u>Rate with GST</u>
1.	Stitching of sash ribbon on Nishan-i-Imtiaz Medal.	10 Nos		
2.	Stitching of ribbon on Hilal-i-Imtiaz Medal.	46 Nos		
3.	Stitching of ribbon on Sitara-i-Imtiaz Medal.	224 Nos		
4.	Stitching of ribbon on Tamgha-i-Imtiaz Medal.	276 Nos		
5.	Stitching of ribbon on Sitara-i-Basalat Medal.	02 Nos		
6.	Stitching of ribbon on Tamgha-i-Basalat Medal.	138 Nos		

(v) STITCHING RIBBONS ON MINIATURE MEDALS AND REDUCED SIZE MEDALS

<u>S No</u>	<u>Name of Item</u>	<u>Quantity of each Unit</u>	<u>Rate without GST</u>	<u>Rate with GST</u>
1.	Stitching ribbon on miniature of Nishan-i-Imtiaz medal.	10 Nos		
2.	Stitching ribbon on reduced size medals of Hilal-i-Imtiaz medal.	46 Nos		
3.	Stitching ribbon on reduced size medals of Sitara-i-Imtiaz medal.	224 Nos		
4.	Stitching ribbon on miniature of Tamgha-i-Imtiaz medal.	276 Nos		
5.	Stitching ribbon on miniature of Sitara-i-Basalat medal.	02 Nos		
6.	Stitching ribbon on miniature of Tamgha-i-Basalat medal.	138 Nos		

(vi) GOLD PLATING OF NI(M) & HI(M) MEDALS AND SILVER PLATING OF ROUNDELS OF NI(M) & HI(M)

<u>S No</u>	<u>Name of Item</u>	<u>Quantity to be Gold plated and Silver plated</u>	<u>Unit</u>	<u>Rate without GST</u>	<u>Rate with GST</u>
1.	Gold plating of Nishan-i-Imtiaz and Hilal-i-Imtiaz Medal.	10 Sets	Per set (02 pieces)		
2.	Silver plating of roundels of Nishan-i-Imtiaz and Hilal-i-Imtiaz Medal.	55 Nos	Each		

Note:- The firms having arrangement at Rawalpindi/Islamabad to carry out the work may quote the rates for the items mentioned at (vi) above.

(vii) ENGRAVING NAMES OF AWARDEES ON MILITARY MEDALS AND ROUNDELS

<u>S No</u>	<u>Name of Item</u>	<u>Number of letters to be engraved (estimated)</u>	<u>Unit</u>	<u>Rate without GST</u>	<u>Rate with GST</u>
1.	Engraving names on medals and roundels of Nishan-i-Imtiaz and Hilal-i-Imtiaz.	3000 letters	each letter		

CONTRACT FORM

THIS AGREEMENT made the _____ day of _____, 2024 between Ministry of Defence, Section Officer D-25(Medals) Rawalpindi (hereinafter called "the purchaser") of the one Party and (name of Supplier) (hereinafter called "the Supplier") of the other Party:

WHEREAS the purchaser invited bids for procurement of **velvet boxes** for military medals and has accepted a Bid by the supplier for the supply of velvet boxes in the sum of _____ (rupees in words and figures) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the conditions of contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:-

- (a) The Bid Form and the price schedule submitted by the Bidder;
- (b) The Schedule of Requirements;
- (c) The Technical Specification;
- (d) Terms and Conditions of Invitation to Bid; and
- (e) The Purchaser's Notification of Awards.

3. In consideration of the payments to be made by the purchaser to the supplier as hereinafter mentioned, the supplier hereby covenants with the purchaser to provide the velvet boxes for military medals and to remedy defects therein in conformity in all respects with the provisions of the contract.

4. The purchaser hereby covenants to pay the supplier in consideration of the provision of the velvet boxes for military medals and the remedying of defects therein. The contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the for the Purchaser

Signed, sealed, delivered by _____ the for the Supplier

CONTRACT FORM

THIS AGREEMENT made the _____ day of _____, 2024 between Ministry of Defence, Section Officer D-25(Medals) Rawalpindi (hereinafter called "the Purchaser") of the one Party and (name of Supplier) (hereinafter called "the Supplier") of the other Party:

WHEREAS the Purchaser invited bids for procurement of ribbons for military medals (reduced size medals and miniature medals) engraving of names on military medals and roundels, gold and silver plating of military medals and roundels, stitching ribbons of military medals (reduced size medals and miniature medals) and has accepted a Bid by the Supplier for the supply of ribbons for military medals in the sum of (rupees in words and figures) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSES AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meaning as are respectively assigned to them in the conditions of contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:-

- (a) The Bid Form and the price schedule submitted by the Bidder;
- (b) The Schedule of Requirements;
- (c) The Technical Specification;
- (d) Terms and Conditions of Invitation to Bid; and
- (e) The Purchaser's Notification of Awards.

3. In consideration of the payments to be made by the purchaser to the supplier as hereinafter mentioned, the supplier hereby covenants with the purchaser to provide the ribbons for military medals and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The purchaser hereby covenants to pay the supplier in consideration of the provision of the ribbons for military medals and the remedying of defects therein. The contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the for the Purchaser

Signed, sealed, delivered by _____ the for the Supplier

BID FORM

To:

Ministry of Defence,
Section Officer, D-25 (Medals)
Rawalpindi.

Dear Sir:

Having examined the Bidding documents the receipt of which is hereby duly acknowledged, I, undersigned, offer to supply velvet boxes for military medals in conformity with the said bidding documents for the sum of Rs. _____/-.

2. If my Bid is accepted, I hereby undertake, to carry out the work in accordance with the delivery schedule specified in the schedule of requirements.

3. If my Bid is accepted, I hereby agree that I will submit Performance Guarantee @ 10% of the contract price and my Performance Guarantee will remain with the Ministry of Defence, Section D-25 (Medals), according to the Terms and Conditions of the Tender.

4. I also agree to abide by this Bid for supply of velvet boxes for military medals during the financial Year 2024-25, as contained in Clause 3 of Terms and Conditions of the Tender.

Dated: _____

Stamp & Signature _____

BID FORM

To:

Ministry of Defence,
Section Officer, D-25 (Medals)
Rawalpindi.

Dear Sir:

Having examined the Bidding documents, the receipt of which is hereby duly acknowledged, I, undersigned, to supply ribbons for military medals, (reduced size medals and miniature medals), engraving names on military medals and roundels, gold plating of Nishan-i-Imtiaz(Military) and Hilal-i-Imtiaz(Military) medals, silver plating of roundels of Nishan-i-Imtiaz(Military) and Hilal-i-Imtiaz(Military) medals and stitching ribbons on military medals (reduced size medals and miniature medals) in conformity with the said bidding documents for the sum of Rs. _____/-.

2. If my Bid is accepted, I hereby undertake, to carry out the work in accordance with the delivery schedule specified in the schedule of requirements.
3. If my Bid is accepted, I hereby agree that I will submit Performance Guarantee @ 10% of the contract price and my Performance Guarantee will remain with the Ministry of Defence, Section D-25 (Medals), according to the Terms and Conditions of the Tender.
4. I also agree to abide by this Bid for supply of ribbons for military medals during the financial Year 2024-25, as contained in Clause 3 of Terms and Conditions of the Tender.

Dated: _____

Stamp & Signature_____

SCHEDULE OF REQUIREMENT FOR VELVET BOXES

Provision of Velvet Boxes of following Military Medals alongwith exact specification:-

<u>S No</u>	<u>Name of Item</u>	Quantity of each Unit	<u>Specification (In Inches)</u>		
			Length	Width	Depth
1.	Velvet Boxes for Nishan-i-Haider Medal.	02 Nos	12	9	2
2.	Velvet Boxes for Hilal-i-Jur'at Medal.	02 Nos	12.2	8.2	2
3.	Velvet Boxes for Sitara-i-Jur'at Medal.	04 Nos	10.2	7.2	1.2
4.	Velvet Boxes for Tamgha-i-Jur'at Medal.	04 Nos	8.4	6.6	1.6
5.	Velvet Boxes for Hilal-i-Imtiaz Medal.	46 Nos	12.2	9.2	2
6.	Velvet Boxes for Sitara-i-Imtiaz Medal.	224 Nos	10.2	7.2	1.6
7.	Velvet Boxes for Tamgha-i-Imtiaz Medal.	276 Nos	8.4	6.6	1.6
8.	Velvet Boxes for Sitara-i-Basalat Medal.	02 Nos	10.2	7.2	1.6
9.	Velvet Boxes for Tamgha-i-Basalat Medal.	138 Nos	8.4	6.6	1.6
10.	Velvet Boxes for Service Medal	4000 Nos	5.6	4.6	1.4
11.	Velvet Boxes with Silver roundels for Nishan-i-Imtiaz and Hilal-i-Imtiaz Medals.	46 Nos	15.2	4.4	3
12.	Velvet Boxes for Parchments of Sitara-i-Imtiaz. Medal.	276 Nos	15	11	1.4

contd...

SCHEDULE OF REQUIREMENT FOR RIBBONS ETC

Provision of ribbons for following military medals, (reduced size medals and miniature medals), engraving names on military medals and roundels, gold plating of Nishan-i-Imtiaz(Military) and Hilal-i-Imtiaz(Military) medals, silver plating of roundels of Nishan-i-Imtiaz(Military) and Hilal-i-Imtiaz(Military) medals and stitching ribbons on military medals (reduced size medals and miniature medals):-

(i) DETAIL OF RIBBONS FOR MILITARY MEDALS

<u>S No</u>	<u>Name of Item</u>	<u>Quantity of each Unit</u>	<u>Rate without GST</u>	<u>Rate with GST</u>
1.	Sash Ribbon for medals of Nishan-i-Imtiaz (Military)	15 Yards		
2.	Ribbon for Service Medals 30 Year	5000 Yards		
3.	Ribbon for Service Medals 35 Year	3000 Yards		
4.	Ribbon for Service Medals 40 Year	2000 Yards		
5.	Tamgha-i-Difa	2000 Yards		

(ii) DETAIL OF RIBBONS FOR MINIATURE MEDALS

<u>S No</u>	<u>Name of Item</u>	<u>Quantity of each Unit</u>	<u>Rate without GST</u>	<u>Rate with GST</u>
1.	Ribbon for Service miniature 30 Year	5000 Yards		
2.	Ribbon for Service miniature 35 Year	3000 Yards		
3.	Ribbon for Service miniature 40 Year	2000 Yards		
4.	Ribbon for Tamgha-i-Azm miniature	3000 Yards		

(iii) STITCHING RIBBONS ON MEDALS AND SASH MEDALS

<u>S No</u>	<u>Name of Item</u>	<u>Quantity of each Unit</u>
1.	Stitching of ribbon on Nishan-i-Haider Medal.	02 Nos
2.	Stitching of ribbon on Hilal-i-Jur'at Medal.	02 Nos
3.	Stitching of ribbon on Sitara-i-Jur'at Medal.	04 Nos
4.	Stitching of ribbon on Tamgha-i-Jur'at Service Medal.	04 Nos
5.	Stitching of ribbon on Hilal-i-Imtiaz Medal.	46 Nos
6.	Stitching of ribbon on Sitara-i-Imtiaz Medal.	224 Nos

7.	Stitching of ribbon on Tamgha-i-Imtiaz Medal.	276 Nos
8.	Stitching of ribbon on Sitara-i-Basalat Medal.	02 Nos
9.	Stitching of ribbon on Tamgha-i-Basalat Medal.	138 Nos

(iv) **STITCHING RIBBONS ON MINIATURE MEDALS AND REDUCED SIZE MEDALS**

<u>S No</u>	<u>Name of Item</u>	<u>Quantity of each Unit</u>
1.	Stitching ribbon on miniature of Nishan-i-Haider medal.	02 Nos
2.	Stitching ribbon on miniature of Hilal-i-Jur'at medal.	02 Nos
3.	Stitching ribbon on miniature of Sitara-i-Jur'at medal.	04 Nos
4.	Stitching ribbon on miniature of Tamgha-i-Jur'at medals.	04 Nos
5..	Stitching ribbon on reduced size medals of Hilal-i-Imtiaz medal.	46 Nos
6.	Stitching ribbon on reduced size medals of Sitara-i-Imtiaz medal.	224 Nos
7.	Stitching ribbon on miniature of Tamgha-i-Imtiaz medal.	276 Nos
8.	Stitching ribbon on miniature of Sitara-i-Basalat medal.	02 Nos
9.	Stitching ribbon on miniature of Tamgha-i-Basalat medal.	138 Nos

(v) **GOLD PLATING OF NI(M) & HI(M) MEDALS AND SILVER PLATING OF ROUNDELS OF NI(M) & HI(M)**

<u>S No</u>	<u>Name of Item</u>	<u>Quantity to be Gold plated and Silver plated</u>	<u>Unit</u>
1.	Gold plating of Nishan-i-Imtiaz and Hilal-i-Imtiaz Medal.	10 Sets	Per set (02 pieces)
2.	Silver plating of roundels of Nishan-i-Imtiaz and Hilal-i-Imtiaz Medal.	55 Nos	Each

Note:- The firms based at Rawalpindi/Islamabad may quote the rates only for the items mentioned at (v) above.

(vi) **ENGRAVING NAMES OF AWARDEES ON MILITARY MEDALS AND ROUNDELS**

<u>S No</u>	<u>Name of Item</u>	<u>Number of letters to be engraved (estimated)</u>	<u>Unit</u>
1.	Engraving names on medals and roundels of Nishan-i-Imtiaz and Hilal-i-Imtiaz.	3000 letters	each letter

EVALUATION CRITERIA

1.	Only those Firms registered with Federal Board of Revenue and having National Tax Number and Professional Tax Certificate from Sales Tax Department is eligible to submit bid.
2.	The Bid must accompany with fine quality sample of velvet boxes and ribbon of each medal as per approved sample with exact specifications.
3.	The Bid must accompany with Bid Security not exceeding five percent of the estimated value of procurement in favour of Ministry of Defence, Section Officer (D-25), Pak Sectt No.II, Rawalpindi in the shape of bank draft.
4.	The successful Bidder will furnish a Performance Guarantee which shall be 10% of the contract amount. (This amount will be refunded after completion or termination of contract period).
5.	The Bids should be submitted with authorized signature and stamp on the letter head of firm.
6.	The incomplete bid will not be entertained on any grounds.

To,
M/s

Subject:- **ACCEPTANCE OF BID FOR SUPPLY OF RIBBONS FOR MILITARY MEDALS**

Reference your Bid No._____dated - -2024 for supply of ribbons for military medals, reduced size medals & miniature medals, engraving names on military medals & roundels, Gold plating of Nishan-i-Imtiaz (Military) and Hilal-i-Imtiaz (Military) medals, Silver plating of roundels of Nishan-i-Imtiaz (Military) & Hilal-i-Imtiaz (Military) and stitching ribbons on military medals, reduced size medals & miniature medals.

2. It is to inform that the competent authority has approved your rates as given in the Bid for supply of ribbons for military medals, reduced size medals & miniature medals, engraving names on military medals & roundels, Gold plating of Nishan-i-Imtiaz (Military) and Hilal-i-Imtiaz (Military) medals, Silver plating of roundels of Nishan-i-Imtiaz (Military) & Hilal-i-Imtiaz (Military) and stitching ribbons on military medals, reduced size medals & miniature medals during current Financial Year 2024-25. Now you are required to submit performance guarantee @ 10% of contract amount as mentioned in terms and conditions.

3. You are required to supply the items at your quoted rates in response to our work order as per requirement during CFY 2024-25. Quality of Ribbon for military medals should be the same as per sample provided by you.

4. Contract Form duly signed and stamped may be submitted, accordingly.

(Nasir Idrees)
Section Officer (Medals)

To,
M/s

Subject:- ACCEPTANCE OF BIDS FOR SUPPLY OF VELVET BOXES FOR MILITARY MEDALS

Reference your Bid No. _____ dated - -2024 for supply of velvet boxes and silver roundels with velvet boxes for military medals.

2. It is to inform that the competent authority has approved your rates as given in the Bid for supply of velvet boxes and silver roundels with velvet boxes for military medals during current Financial Year 2024-25. Now you are required to submit performance guarantee @ 10% of contract amount as mentioned in terms and conditions.

3. You are required to supply the items at your quoted rates in response to our work order as per requirement from time to time during CFY 2024-25. Quality of Velvet Boxes of military medals should be the same as per sample provided by you.

4. Contract Form duly signed and stamped may be submitted, accordingly.

(Nasir Idrees)
Section Officer (Medals)