


# DAILY EXPRESS TRIBUNE

DATED: 25-04-2024



## KARACHI PORT TRUST

Gateway to Pakistan

A Great Heritage - A Vibrant Future

### PROCUREMENT OF RE-FILLING OF LPG GAS IN CYLINDERS

Last Issuance Date & Time of Tender	Last Date & Time of Receipt	Opening Date & Time of Tender
13-05-2024 at 04:00 Hrs.	14-05-2024 at 10:30 Hrs.	14-05-2024 at 11:00 Hrs.

- Tender are invited under rule 36(a) of PPRA rule 2004 (amended). The complete detail, scope of work, specification & other terms & conditions, instructions are given in the tender documents.
- Tender documents can be purchased from the office of the Manager Procurement on written request on firm's letter head against non-refundable documents fee of **Rs. 2000/-** to be deposited in the Habib Bank Ltd. KPT Branch, Karachi for which challan may be obtained from his office or submission of pay order to be drawn in favor of **Chief Account Officer, KPT, Karachi**. No tender will be issued on the opening date of the tender. Tender documents will only be issued to those firms who provide General Sales Tax Registration, NTN Certificates along with latest Active Taxpayer List (ATL) & Copy of CNIC of the bearer with the request letter.
- The Tender should be sealed in one single envelope containing financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document. Bids will be opened on same day in presence of bidder's representative who wishes to attend. Offers must be valid for **90 days** from the date of opening of tender.
- Karachi Port Trust may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The reason for rejection shall be communicated as per PPRA Rules
- For further information & to download Tender document free of cost visit [www.kpt.gov.pk](http://www.kpt.gov.pk) & [www.ppra.org.pk](http://www.ppra.org.pk).

**MANAGER PROCUREMENT**  
**KPT HEAD OFFICE BUILDING**  
**EDULJEE DINSHAW ROAD, KARACHI**  
**PHONE: 021-99214648**

PID(K)2997/23

**TENDER FOR PROCUREMENT OF LPG GAS FOR RE-FILLING IN THE CYLINDERS FOR PSF BARRACKS OF KPT**

- (1) Tender Notice
- (2) Instruction to Tenderers
- (3) The Tender
- (4) Standard Conditions of Contract for supply of Stores
- (5) Special Condition of the Contract
- (6) The Schedule in duplicate. *(All details must be filled in replied)*
- (7) Special Note
- (8) Integrity Pact
- (9) Performa relating to Composition and Particulars of the tendering Firm
- (10) Performa of Bank Guarantee
- (11) PPRA 36-A

The complete set of this Tender document, duly filled in and priced, must be delivered at the office of the **Manager Procurement, Karachi Port Trust before 10:30 hours on 14-May-2024** in a sealed cover super scribed envelope. Tender for *As Above* issued to:

Name: M/s. \_\_\_\_\_

Address: \_\_\_\_\_

Contact Details: \_\_\_\_\_



**Manager Procurement**  
**Karachi Port Trust**

**Note:**

***1. Each page must be signed and stamped by the firm in reply***



## TENDER NOTICE

1. Tender is invited from the Vendors / Suppliers who has ample knowledge for **Re-Filling of LPG GAS in the Cylinders for PSF Barracks of KPT** on Ex Stock/Forwarded delivery basis for free delivery at Central Stores Depot, West Wharf KPT. Complete details of the requirements, terms and instructions to the tenders are given in the Tender documents.
2. Tender documents can be collected from the office of the Manager Procurement on written request on the letter head of the party against non-refundable amount of **Rs.2000/-** to be deposited in Habib Bank Ltd, KPT Branch, Karachi for which challan may be obtained from his office against pay order to be issued in favour of Chief Accounts Officer, KPT Karachi. No tender will be issued on the opening date of the tender.
  - 2.1. Tender documents can also be downloaded free of cost from KPT & PPRA websites, [www.kpt.gov.pk](http://www.kpt.gov.pk), [www.ppra.org](http://www.ppra.org). The participating firms are requested to submit General Sales Tax Registration & NTN Certificates along-with latest Active Taxpayer List (ATL) certificate. Local firms not registered with the FBR for Sales Tax & Income Tax will not be entertained.
3. Tenderers should deposit the requisite amount of earnest money as specified in the tender documents either in cash for which challan may be obtained from his office before the opening of the tender, or by pay order to be drawn in favour of the Chief Accounts Officer KPT Karachi or Bank Guarantee as per KPT standard Performa and furnish as under:-
  1. Pay order should accompany the technical offer.
  2. Cheque should be furnished seven clear days before the date of opening of the Tender.
  3. Bank Guarantee should accompany the technical offer.
  4. Tender shall not be considered if received without the requisite amount of earnest money.
4. The Tenderers whose tender is approved in whole or in part will deposit security money @ **5% of tendered value within 14 days** of the acceptance of the tender and if he fails to do so the Earnest money deposit shall be confiscated. Bank Guarantee towards security deposit will be accepted.
5. The complete set of tender documents in sealed covers super scripted on envelopes the name of the tender to be addressed to the Manager Procurement KPT should be deposited in **Sealed Tender Box** before **10:30 AM** or sent by registered post with acknowledgement due so as to reach the undersigned not later than **11:00 AM on 14-May-2024**
6. The Tender shall be **opened at 11:00 AM** in presence of such tenderer or their authorized representative who care to be present.
7. Karachi Port Trust may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The reason for rejection shall be communicated as per **PPRA Rules**.
8. Offers must remain open for acceptance for **90 days** from the date of opening of tender



**Manager Procurement**  
**Karachi Port Trust**



## **INSTRUCTIONS TO TENDERERS AND TERMS AND CONDITIONS OF THE TENDER**

### **1. SUBMISSION OF TENDER:**

- i. Tenderers should examine carefully the terms and conditions of the tender, the standard conditions of contract for supply of Stores, the special conditions of contract, the specifications and schedule. They should obtain at their own expense any information that may be necessary for submission of the Tender.
- ii. The tender must be addressed to the Manager Procurement KPT Karachi placed in a cover duly sealed and superscripted with the words Tender No. **Advt-2324-22** for **Re-Filling of LPG GAS in the Cylinders for PSF Barracks of KPT.**
- iii. The tender must be either be sent by registered post or deposited in person in the Tender Box kept for this purpose in the office of the **Manager Procurement KPT**, so as to reach him by **1030 hours** on the date of opening mentioned in the tender documents / in the bulletin. The tender will be opened at **1100 hours** in presence of the tenderers or of their authorized representative, who care to be present. Tender, if received after the stipulated time will not be considered.
- iv. A complete set of tender documents with one copy of the schedule duly completed, signed and stamped with rubber stamp of the firm must be deposited in the sealed tender box up 1030 hours on the date. The second copy of the schedule may be retained by the tenderers for record.

### **2. EARNEST MONEY DEPOSIT:-**

- a) At the time of tender, it is required to submit a Pay Order amounting to **Rs. 122,000/-** in the name of **Chief Accounts Officer KPT**, as earnest money deposit in the following manner **with bid**:-
  - i) Payment may be made by pay order issued by scheduled bank which must accompany the tender submitted by the firm.
  - ii) Payment may also be made by cash for which the intending Tenderers shall have to obtain a set of challan from the office of the Manager Procurement KPT and deposit the amount into Habib Bank Limited KPT Branch Karachi before the time and date fixed for depositing the tender.
  - iii) Cheque drawn on bank in Karachi should be furnished 7 clear days before the date of opening of tender. Up-country cheques should be furnished 15 days before the opening of tender.
- b). Bank Guarantees of banks located in Karachi in respect earnest money deposit will be accepted, KPT standard proforma of Bank guarantee attached.
- c). Earnest money of all unsuccessful Tenderers will be refunded without any interest after the tenders have been finally decided by the Competent Authority.
- d). Earnest money deposits of successful Tenderers shall be retained until such time security deposit under clause 3 of the “Standard Conditions of contract for supply of Stores” has been lodged.
- e). Should any Tenderer withdraw their tender before its acceptance or before the opening date of the Tender, or in case, he backs out after acceptance, their earnest money shall be forfeited.



**3. FURNISHING OF INFORMATION BY THE TENDERER/S.**

- a). Tenderers must produce evidence, with their tender that they have experience and are fully capable of carrying out work of this class and magnitude.
- b). Tenderers are required to submit a certificate copy of the Partnership Deed of their concern in which the names & addresses of the partners and Directors of the Firm should be given and full particulars and composition of their firm should be furnished with the Tender in proforma “B” enclosed without which tenders will not be considered.

**4. FURNISHING OF SAMPLES / DETAILED SPECIFICATIONS / LITERATURE ETC. IN RESPECT OF MATERIAL OFFERED.**

- a). Sample marked and labeled with tenderer’s name, tender no. & date, so as to correspond with the items, in the Tender, to be sent to reach the Manager Procurement on or before the opening time and date of the Tenders.
- b). When samples are not required, the material supplied shall have to be best quality and workmanship and free from defects, imperfection, image etc. and shall conform in the respects to the description and specification, stipulated in the Tender.
- c). In no case the existing columns of the tender form as well as titles / heading of the columns and other particulars be altered. In case, the intending tenderers wish to furnish any remarks or to impose any conditions of their own, the same should be mentioned in the Remarks column. Failure to follow these instructions will render the tenders invalid for consideration.
- d). Under no conditions, samples will be paid. All samples will be returned on request to be made by the suppliers. Sample consumed in test will, however not be returned.

**5. ENTERING THE RATES IN THE SCHEDULE: -**

- a). Tenderers are to exercise greatest care in entering their rates in the schedule, No request for corrections of any mistakes or for revision of rates shall be entertained after tenders have received and opened.
- b). Tenderers are required to quote for material on **F.O.R. Basis** and for free delivery alongside designated locations on east or west wharves, Karachi Port Trust. The rates quoted should be net and inclusive of Tax octroi and all other taxes, fee, charges levies and dues etc. Tenderers stipulating rates subject to certain percentages of discount will not be considered.
- c). Rates against each items must be filled in figures as well as in words. Should either the figures or the words be omitted or should there be any difference, between the same, the tender shall not be considered.
- d). Any erasures and over-writing by the tenderers, will render the tender liable to rejection. Corrections if any must be made by striking out the errors and entering and signing in full the corrections in ink, by the same person, who has signed the tender.

**6. SIGNATURE OF THE TENDERER AND FIRMS RUBBER STAMP: -**

All tenders submitted must be signed only by a partner or other person authorized to do so, on their behalf and should bear rubber stamp of the firm.

**7. ACCEPTANCE OR REJECTION OF THE TENDER: -**

- a). Tenderer will be required to conform strictly to all the terms and conditions stipulated in the tender. Tender will not be considered unless both the “The Tender” and the Schedule of “Requirement” are signed and rubber stamped and are not Trust form.



- b). No alteration or interpolation should usually be made by the Tenderers in the tender conditions of this tender specifications or the schedule. The tenderer should clearly understand that make any such alteration or interpolation then their tenders may at the discretion of the Karachi Port Trust be reject either in whole or in part without assigning any reasons.
- c). The Board of Trustees / Chairman or any other Officer or the Karachi Port Trust authorized in this behalf reserve to themselves the right to reject the lowest or any tender, without assigning any reason or to accept any tender in part or in whole, at their sole discretion.
- d). Rates should be quoted on item wise basis. The tenderers shall be bound to accept orders on item wise basis. Tenderers contravening this condition shall be liable to be is disregarded.

**8. SECURITY DEPOSIT: -**

- a). Tenderers whose tenders are approved in whole or in part shall have to lodge a Performance Security of 5% of material for which their tender has been accepted within 14 days of acceptance of the Tender and if they fail to do so, their Bid Security deposit shall be forfeited.
- b). It will be optional for the successful tenderers to pay the security deposit to the Karachi Port Trust either wholly in cash or wholly by pay order. If payment is made by each, they shall be required to deposit the same in to Habib Bank Ltd, Karachi Port Trust Branch against a set of challan forms which would be obtained from the office of the Manager Procurement, KPT.
- c). *Bank Guarantee towards security deposit shall be accepted.*
- d). Deposit in connection with the tender or contract will be lodged and receipts granted in favour of bidders or contractors, as the case may be not in the name of person who lodged the deposit on their behalf.
- e). Tenderers must specify strictly whether in the event of the contract being placed with them, the security deposit will be tendered in cash or by pay order.
- f). The security deposit lodged against the contract will be held until the satisfactory completion of the whole supply and will be forfeited at the discretion of the Board in case of failure to fulfill all or any of the conditions of the contract, in respective of and without prejudice to any other remedy for such failure which the Board may seek under the terms and conditions of the contract.

**9. EXECUTION OF AGREEMENT: -**

- a). The successful tenderers shall require to enter into an agreement with the Karachi Port Trust within 14 days from the receipt of acceptance letter from K.P.T.
- b). In the event of the successful tenderer failing to execute the Agreement within the specified period the Karachi Port Trust shall without prejudice to its right to forfeit the earnest money, be at liberty to re-invite tenders at the risk as to cost and consequences of the successful tenderer.

**10. VALIDITY OF OFFER: -**

Offer must remain open for acceptance up to **90 days** from the date of opening of tender



**SIGNATURE OF THE TENDERERS  
WITH RUBBER STAMP OF THE FIRM**

## THE TENDER

### Description of Stores:

**Procurement of LPG GAS for Re-Filling in the Cylinders for PSF Barracks of KPT.**

The Manager Procurement,  
Karachi Port Trust,  
Karachi.

1. I/We having made myself/ourselves fully acquainted with the requirement of the Karachi Port Trust, as detailed in the Tender Notice, instructions to Tenderers, Tender form, standard Conditions of contract for supply of stores, specification and the schedule, offer to supply the material mentioned by me/ us in the schedule at the shown by me/us therein.
2. I/We agree that this offer is irrevocable until **90 days** from the date of opening of Tender.
3. I/We further agree, in the event of this tender being accepted wholly or in part. To pay the cost the stamp on the relevant contract agreement form and undertake duly to execute the same and make the Security deposit mentioned in clause 3 of the attached standard conditions of contract for supply of Stores within 14 days when called upon to do so.
4. I/we agree that, should I/We withdraw the offer within the aforesaid period or fail to execute the formal Contract Agreement and or make the required security deposit within 14 days, the Board of Trustees of the Karachi Port Trust shall be at liberty, at their absolute discretion, to appropriate my/our Earnest money deposit sum of **Rs. 122,000/-** either as agreed liquidated damages without any proof whatsoever of the extent of such damage or on contract, reserving to themselves the right to recover from me/us any further loss or expenses to which they have been put directly or indirectly by reason of any failure on my/ our part as aforesaid.
5. I/We undertake to complete the supply of material for which tender has been submitted by me/us within the delivery period quoted by me/ us in column 7 of the schedule after the placing of order on me/ us.
6. I/We agree that unless until a formal agreement is prepared and executed, this Tender together with your written acceptance thereof shall constitute a binding contract between us.
7. I / We have deposited the Earnest money of **Rs.** \_\_\_\_\_ in cash vide Challan No. \_\_\_\_\_ dated \_\_\_\_\_ by Pay Order No. \_\_\_\_\_ dated \_\_\_\_\_.

**\*Detail whatever is not applicable.**

**TENDERER/S**

(Full Signature) \_\_\_\_\_

Signed by **Mr.** \_\_\_\_\_

For & on behalf of:

**M/s.** \_\_\_\_\_





**KARACHI PORT TRUST**  
**(PROCUREMENT DEPARTMENT)**

**STANDARD CONDITIONS OF CONTRACT FOR SUPPLY OF STORES**

Manager Procurement  
Karachi Port Trust  
Karachi.







## Standard Conditions of Contract for Supply of Stores

### TABLE OF CONTENTS

Clause No.								Page No.
								9
1	Definitions.	.....	.....	.....	.....	.....	.....	9
2	Contract.	.....	.....	.....	.....	.....	.....	9
3	Security deposit.		.....	.....	.....	.....	.....	9
4	Delivery.	.....	.....	.....	.....	.....	.....	9
5	Variations.	.....	.....	.....	.....	.....	.....	9
6	Tests.	.....	.....	.....	.....	.....	.....	9
7	Time for and rate of delivery or Dispatch the Essence of the Contract.						.....	9
8	Extension of Time of Delivery.		.....	.....	.....	.....	.....	9
9	Extension of Drawing Specification and Pattern.				.....	.....	.....	10
10	Drawing.	.....	.....	.....	.....	.....	.....	10
11	Inspection Notice.		.....	.....	.....	.....	.....	10
12	Charges for works Necessary for completion of the Contract.						.....	10
13	Execution of the Contract.		.....	.....	.....	.....	.....	10
14	Contract's Responsibility.		.....	.....	.....	.....	.....	10
15	Indemnify.	.....	.....	.....	.....	.....	.....	10
16	Sub: Letting of Contract.		.....	.....	.....	.....	.....	10
17	Packing material.		.....	.....	.....	.....	.....	10
18	Notifications of Delivery of Dispatch.				.....	.....	.....	10
19	Removal of Rejections.		.....	.....	.....	.....	.....	10
20	System of payment.		.....	.....	.....	.....	.....	10
21	Bribes Commission, etc.		.....	.....	.....	.....	.....	10
22	Law Governing the Contract.		.....	.....	.....	.....	.....	10
23	Marginal Heading.		.....	.....	.....	.....	.....	11
24	Arbitration.	.....	.....	.....	.....	.....	.....	11





## Standard Conditions of Contract for Supply of Stores

<b>Definitions:</b>	1. Throughout these conditions, the special Conditions & the Specifications here to annexed the terms: -
	<p>(1). <b>“Board”</b> means Board of Trustees of Karachi Port Trust its successors or assigns.</p> <p>(2). <b>“Indenter”</b> means any officer authorized by the Board to order Stores.</p> <p>(3). <b>“Inspecting Officer”</b> means the person, firm of department nominated by the Board to inspect the Stores on its behalf &amp; he deputies of the Inspecting Office so nominated by the Board.</p> <p>(4). <b>“Contractor”</b> means the person, firm or company with whom the order for the supply has been placed &amp; shall be deemed to include his successors (if approved by the Board) heirs, executors and administrators.</p> <p>(5). <b>“Sub Contractor”</b> means any person, firm or Company from whom the Contractor may obtain any material or fittings to be used in the supply or manufacture of the Stores.</p> <p>(6). <b>“Contract”</b> shall mean the agreement made between the Board &amp; the Contactor for the supply of the Stores defined in the Contract including all documents to which reference may properly be made in order to ascertain the right and obligation of the practice under the said agreement.</p> <p>(7). <b>“Tender”</b> shall mean the offer Tendered by the Contractor to the Board for the supply of the Stores governed by the Contract.</p> <p>(8). <b>“Drawings”</b> mean the drawings exhibited or provided for the guidance of the Contractor.</p>
<b>Contract:</b>	2. This Contract for the supply of the Stores to the Board of the descriptions and in the quantities set forth in the Schedule hereto annexed on the date or dates specified therein.
<b>Security Deposit:</b>	3. Unless otherwise agreed between the board and the contractor, the contractor shall within, 14 days written notice of acceptance of the Tender has been posted to the contactor deposit with the Chief Accounts Officer of the Karachi Port Trust (in cash or the equivalent in Approved Public Rupees Securities) a sum equal to 5% of the total value of the Stores detailed in the said schedule for which the Tender has been accepted as security for the due fulfillment of the contract. No interest shall be payable on cash deposits. In the event of the contactor’s failure to make the security deposit in the manner aforesaid and with period specified. Such failure shall constitute a breach of contract and the Board shall be entitled to purchase the Stores elsewhere at the risk and expense of Contractor.
<b>Delivery:</b>	4. The Contractor shall as may be required by the Board either deliver free at, or F.O.R., or C&F. at the place or places detailed in the said schedule the Quantities of the Stores detailed therein and the Stores shall be delivered or dispatched out later than the dates specified in the Tender.
<b>Variations:</b>	5. The Board shall have full power, during the execution of the contract, by notice in writing to direct the contractor to alter, amend, omit, add to or otherwise vary any part of the specification or the schedule, and the contractor shall carry out such variation and be bound by same conditions, so far as applicable, as thought the said variation were stated in the attached Specification and the schedule provided that no such variation shall except with the consent in writing of the contractor be such as will with any variation already directed to be made involves a net increase or decrease in the contact price of more than 15% thereof. The difference in cost, if any, or more or less than 5% occasioned by any such variations shall be added to or deducted from the value of the contract as the case may require. The amount of such difference shall be ascertained and determined in accordance with the rates specified in the contract so far they may be applicable, and where rates are not contained in the contract or are not applicable, such amount shall be agreed between the board and the contractor.
<b>Test:</b>	6. All tests mentioned in the specification will be carried out at the cost of the contractor be the satisfaction of the Inspecting officer. The Contractor will also submit. Test certificates for the approval of the inspecting Officer before the dispatch of the Stores.
<b>Time for &amp; date of delivery or Dispatch the Essence of the Contract.</b>	7. The time for and the date of delivery or dispatch stipulated in the tender for the delivery or dispatch of the Stores shall be deemed to be the essence of the Contract & should the Contractor fail to deliver or dispatch the Stores or any consignment there-of, within the period prescribed for such delivery or dispatch, the Board shall be entitled to withhold payment until the whole of the Stores has been supplied & to recover from the Contractor has agreed liquidated damages and not by way of penalty a sum of one half percent of the price of any Stores which the Contractor has failed to deliver dispatch as aforesaid for each and every week (maximum twenty weeks) during which the delivery of dispatch of such Stores may be in arrear: alternatively at the option of the Board. The Board shall be entitled to purchase elsewhere without notice the Contractor on the account and at the risk of the Contractor the Stores or any consignment thereof which the Contractor has failed to deliver or dispatch as aforesaid or if not available the best and nearest available substitute therefore, or to cancel the Contract, and Contractor shall be liable for any loss or damage which the Board may sustain on that account but the Contractor shall not be entitled to any gain on repurchase made against default.
<b>Extension of Time of Delivery.</b>	8. If such failure aforesaid shall have arisen from war, insurrection, restraint imposed by Government Act of Legislature of other authority stoppage on hindrance in the supply of raw materials of fuel, explosion, accident, strike, riot, lockout or other disorganization of labor or transport, breakout of machinery or any other inevitable of unforeseen event beyond human control directly or indirectly interfering with the supply of the stores or from any cause which the board may admit as reasonable ground for an extension in time the board will allow such additional time as it considers to be justified by the circumstances of the case, and will forego the whole or such





	part as it may consider reason of claim for any such loss or damage as aforesaid and its decision thereon shall be final provided that in such circumstances instead of allowing additional time the Board shall have the option of terminating the contract and in that case no damages shall be claimable by either party.
<b>Examination of Drawing specification &amp; Pattern.</b>	<b>9.</b> When Tenders are called for in accordance with a drawing, specification or scaled pattern, the contractors Tender to supply in accordance with such drawing, specification or scaled pattern shall be deemed to be admission on his part that he has fully acquainted himself with the details thereof and in no circumstances will any excuse or claim on his part on the plea of his insufficient examination of the said drawing, specification or sealed pattern be considered.
<b>Drawings.</b>	<b>10.</b> If any dimensions figured upon Drawing differ from those obtained by scaling the drawing the dimensions as figured upon drawing shall be taken as correct.
<b>Inspection Notice.</b>	<b>11.</b> When inspection during manufacture or before delivery or dispatch is required notice in writing shall be sent by the contractor of the Inspecting officer when the stores to be supplied are ready for inspection and test, and no Stores shall be delivered or dispatched, had until the inspecting officer has certified in writing that such Stores have been inspected and approved by him.
<b>Charges for work necessary for completion of the contract.</b>	<b>12.</b> The Contractor shall pay charges for handling, stamping, painting, marking, protecting or preserving patent rights, drawing, term latest, models and gauges and for all such measures as the Board or the Inspecting Officer may deem necessary for proper completion of the Contract through special provision therefore may not be made in the Specification or the Drawings.
<b>Execution of the contract.</b>	<b>13.</b> The whole Contractor whole contract is to be executed in the most approved and workman like manner to the entire satisfaction of the Board & of the Inspecting Officers each of whom personally and by any deputy appointed on their behalf, shall have power to reject any of the Stores of which he may disapprove; and his decision thereon on any question as the true intent and meaning of the specification of Drawings of the works necessary for the proper completion of the Contract shall be final and conclusive.
<b>Contractor responsibility</b>	<b>14.</b> The Contractor is to be entirely and solely responsible for the execution of the contract in all respects in accordance with the terms and conditions of the contract notwithstanding any approval which the inspecting Officer may have given in respect of the stores, material or other parts of the work or the workmanship involved in the contract or of tests carried out either by the contractor or by the Inspecting Officer.
<b>Indemnify</b>	<b>15.</b> The Contractor shall at all times indemnify the Board against all claims which may be made in respect of the stores for infringement of any right protected by patent registration of design or trade mark and shall take all risks of accident or damages which may cause a failure of the supply from whatever cause arising and the entire responsibility for all sufficiency of all the means used by him for the fulfillment of the contract provided always that in event of any claim in respect of an alleged breach of a patent registered design or trade mark being made against the Board, it shall notify the contractor of the same and the Contractor shall be at liberty at his own expense to conduct negotiation for settlement of any litigation that may arise there from.
<b>Sub: Letting Contract</b>	<b>16.</b> The Contractor shall let or assign this Contract or any part thereof without the written permission of the Board in the event of the Contractor's sub-letting or assigning this Contract or any part thereof without such permission, Board shall be entitled cancel the Contract and to purchase the stores elsewhere on the Contractor's account and risk and the Contractor shall be liable for any loss or damage which the Board may sustain in consequence of arising out of such purchase.
<b>Packing material</b>	<b>17.</b> All packing cases, containers, packing and other similar materials shall unless otherwise agreed be supplied by the Contractor free of charge and will not be returned. Every Bale or package shall be clearly marked with the Contractor's name, consignee's name and address, Gross weight & shall contain a packing note showing its contents in detail. The Contractor shall provide such packing as Board or the Inspecting Officer may consider necessary to ensure the Safe arrival of the Stores at destination.
<b>Notification of Delivery or Dispatch.</b>	<b>18.</b> Notification of dispatch and expected delivery in regard to each and every consignment shall be made to the Indenter immediately upon dispatch. The Contractor shall further supply to the indenter a priced invoice and packing account of all stores dispatched. All package, containers, bundles and loose material forming part of each and every consignment shall be described fully in the packing account and full details of contents of packages and quality of material shall be given to enable the Indenter to check the Stores on arrival at destination.
<b>Removal of Rejection</b>	<b>19.</b> Any Stores submitted for inspection and rejected by the Inspecting Officer shall be removed by the Contractor within 14 days from the date of rejection at his own cost. The Contractor shall pay the carriage charges on the rejected consignment from the station of dispatch to the station where they were rejected and back Such rejected stores shall lie at the contractor's risk from the date of such rejection. If not removed within 14 days of rejection, the Board shall have the right to dispose of such Stores as it thinks fit at the Contractor's risk and on his account.
<b>System of payment.</b>	<b>20.</b> Unless otherwise agreed between the Board and the Contractor, payment for stores will be made by the Chief Accounts Officer, Karachi Port Trust. 100 percent of the contract price will be paid after inspection and acceptance on receipt of the consignment in good order by the Board for indigenous supply; and the C & F value (excluding any commission payable in Pakistan currency), against shipping documents duly supported by the Inspecting Officer's certificate, for imported Stores.





<b>Bribes Commission etc.</b>	<b>21.</b> Any bribe, commission, gift or advantage given promised or offered by or on behalf of the Contractor or his partner, agent or servant, or any one on his or their behalf to any officer servant, representative or agent of the Board or any person on its behalf in relation to the obtaining or to the execution of this or any other Contract with the Board shall in addition to any criminal liability which he may incur subject the contractor to cancellation of this and all other Contracts and also to payments of any loss or damage resulting from such cancellation to the like extent as is provided in cases cancellation under clause 7 hereof; and the Board shall be entitled to deduct to the amounts so payable from any moneys, otherwise due to the Contractor under this or any other Contract. Any question or dispute as to the commission of any offence under this clause shall be settled by the Board in such manner as it shall think fit and sufficient, and its decision shall be final conclusive.
<b>Law Governing the Contract</b>	<b>22.</b> This contract shall be governed by the laws of Pakistan Resort to court by either of the parties in respect of any dispute should be made only to an appropriate court within the limits of the Karachi Division.
<b>Marginal Headings</b>	<b>23.</b> The marginal heading of clauses of the conditions hereto shall not affect the construction thereof.
<b>Arbitration</b>	<b>24.</b> Any other dispute whatsoever nature, (including the interpretation of this or any other relevant document) arising under this contract (except as to any matters the decision of which is specially provided for by these conditions) shall be referred to a sole arbitrator to be appointed by the Chairman, Karachi Port Trust, who shall have absolute discretion either to appoint an officer to the KPT or any one else as the sole arbitrator. The decision of such sole arbitrator shall be final and conclusive and shall binding on all the parties to the contract and the provision of the Arbitration Act. 1940 and any statutory modification thereof and the rule framed there under shall be deemed to apply to and incorporated in this Contract.
	The Contractor shall not stop the work during the pendency of the arbitration proceeding, but he shall continue to execute the work with full speed. However the Manager Procurement shall have to power to ask the Contractor in writing to stop the work, in full or in part if he considers this necessary.



**SPECIAL CONDITIONS OF CONTRACT**

**Procurement of LPG GAS for Re-Filling in the Cylinders for PSF Barracks of KPT.**

1. Tenderers are required to quote for the material on F.O.R. basis & for free delivery at PSF Barracks of KPT. The rates quoted should be inclusive of Sales Tax / all applicable taxes.
2. Tenderers are required to furnish full particulars of the material offered, in the “Schedule of requirement” enclosed, failing which their tenders may be rejected.
3. The tender will not be considered unless both “The Tender” and the “Schedule” are signed & on the Trust Form.
4. Tenderers are advised, in their own interest, to quote firm rates & avoid price variation terms.
5. The above conditions of contract have been read by me/us, I / We agreed to abide those.

**SIGNATURE OF THE TENDERERS  
WITH RUBBER STAMP OF THE FIRM**



**SCHEDULE OF REQUIREMENT FOR TENDER NO. ADVT-2324 -22 OPENED ON 26-03-2024**

ITEM	DESCRIPTION OF MATERIAL REQUIRED	QTY REQ.	UNIT RATE	UNIT RATE QUOTED FOR FREE DELIVERY AT THE CENTER STORES DEPOT W/WHARF (IN WORDS)	TOTAL RATE QUOTED FOR FREE DELIVERY AT THE CENTER STORES DEPOT W/WHARF	BRAND NAME, COUNTRY OF MANUFACTURER, NAME & ADDRESS OF MANUFACTURER	PERIOD REQUIRED FOR DELIVERY	REMARKS (IF ANY)
1	2	3	4	5	6	7	8	9
1	RE-FILLING OF LPG GAS IN THE CYLINDERS	16000 KG						

**Terms & Condition:**

- Contract Duration for a period of 1 (One) Year
- Security deposit of each cylinder must be mentioned separately if required.
- In case of companies and firms, last three years Audited Financial Statement are to be provided showing minimum average turnover of Rs. 8 million.  
In case of individual / sole proprietors, last three year tax returns filed with FBR are to be provided showing minimum turnover of Rs. 8 million on average.
- Delivery (as and when required basis to designated KPT locations within 12 hours)
- Payment will be made as per KPT Rule (After delivery of goods).
- Quoted price / rates must be as per Govt. notification (regulated price)

SIGNATURE OF TENDERERS  
WITH RUBBER STAMP OF THE FIRM



**“SPECIAL NOTE”**

**DELIVERY OF TENDER / OPENING OF BIDS.**

1. All Tenders / Bids must be deposited before 1030 hours; thereafter opening of the bids shall be at 1100 hours. Late Tenders / Bids shall be rejected and returned without being opened.
2. Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document.
3. No Tenderer / Bidder shall be allowed to alter or modify their bid after the bids have been opened.

**E-BANKING FACILITIES: -**

4. Please open your account as per list of branches available with KPT, so payment of your bills against supplies may be transferred electronically to your respective account.

**INTEGRITY PACT: -**

5. The successful Tenderers / Bidders shall provide a certificate (called Integrity Pact) at the time of supply / order, worth to **Rs.10 Million** or more as per format.

**SIGNATURE OF TENDERER / BIDDER  
WITH RUBBER STAMP OF THE FIRM**



**INTEGRITY PACT**

**DECLARATION OF FEE, COMMISSION AND BROKERAGE ETC.**

**PAYABLE BY THE SUPPLIERS OF GOODS IN CONTRACTS WORTH RS.10 MILLION OR MORE.**

Contract No: \_\_\_\_\_ Dated: \_\_\_\_\_

Contract value: **Rs.** \_\_\_\_\_

Contract Title: \_\_\_\_\_

1. M/s. \_\_\_\_\_ hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GOP) through any corrupt business practice.

2. Without limiting the generality of the foregoing, M/s. \_\_\_\_\_ represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOP, except that which has been expressly declared pursuant hereto.

3. M/s. \_\_\_\_\_ certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GOP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

4. M/s. \_\_\_\_\_ accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GOP under any law, contract or other instrument, be avoidable at the option of GOP.

5. Notwithstanding any rights and remedies exercised by GOP in the regard, M/s. \_\_\_\_\_ agrees to indemnify GOP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GOP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by M/s. \_\_\_\_\_ as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, privilege or other obligation or benefit in whatsoever form from GOP.

**SIGNATURE & RUBBER STAMP OF BUYER**

**SIGNATURE & RUBBER STAMP OF FIRM**





**DECLARATION OF ULTIMATE BENEFICIAL OWNERS INFORMATION FOR PUBLIC  
PROCUREMENT CONTRACTS AWARDED WORTH RS. 50 MILLION AND ABOVE.**

1. Name
2. Father's Name/spouse's Name
3. CNIC/NICOP/Passport No.
4. Nationality
5. Residential address
6. Email address
7. Date on which shareholding, control or interest acquired in the business
8. In case of indirect shareholding, control or interest being exercised through intermediary companies, entries or other legal person or legal arrangements in the chain of ownership or control, following additional particulars to be provided:

1	2	3	4	5	6	7	8	9	10
Name	Legal form (company/Limited Liability Partnership/ Association of Persons/Single Member Company/ Partnership Firm /Trust/Any other individual body, corporate (to be specified))	Date of incorporation /registration	Name of registering authority	Business Address	Country	Email address	Percentage of shareholding, control or interest of BO in the legal person or legal arrangement	Percentage of shareholding, control or interest of legal person or legal arrangement in the Company	Identify of natural person who ultimately owns or controls the legal person or arrangement

9. Information about the Board of Directors (details shall be provided regarding number of shares in the capital of the company as set opposite respective names).

1	2	3	4	5	6	7	8	
Name and surname (in Block Letters)	CNIC No. (In case of foreigner, Passport No.)	Father's/Husband's Name in full	Current Nationality	Any other Nationality (ies)	Occupation	Residential address in full or the registered / principal office address for a subscribers other than natural person	Number of shares taken by cash subscriber (in figure and words).	
			Total numbers of shares taken (in figures and words)					

10. Any other information incidental to or relevant to Beneficial Owners(s)

Name and signature

(Person authorized to issue notice on behalf of the company)

**COMPOSITION & PARTICULARS OF THE TENDERING FIRM**  
(To be furnished with the Tender failing which Tender may not be considered)

PARTICULARS		DETAILS
<b>1. In case of “SOLE PROPRIETORSHIP CONCERN”.</b>		
a)	Full Name of Proprietor.	
b)	Business address and Phone # if any.	
c)	Residential address & phone # if any.	
d)	Copy of firm registration with FBR to be attached.	
<b>2. In case of “PARTNERSHIP CONCERN”.</b>		
a)	Name of partners with their business / residential address & Phone No.	
b)	Partnership Deed & Certificate of registration (Certificate copies to be attached).	
<b>3. In case of “PRIVATE LTD. COMPANY”.</b>		
a)	Names of all directors with their business / residential address and Ph. Nos if any.	
b)	Memorandum & Articles of Association of Company & Certificate of incorporation (certificate copies to be attached).	
<b>4. In case of “PUBLIC LTD. COMPANY”.</b>		
a)	Memorandum & Articles of Association of Company & Certificate of incorporation (certificate copies to be attached).	
b)	Legal status and full particulars of the Attorney.	
c)	Period of validity or power of Attorney (Certificate copies of Special or General power of Attorney duly executed on stamp paper value & authority to be attached).	
<b>5.</b>	<b>GIR / NTN No.</b>	

In submitting the above particulars, we further bind ourselves for furnishing to Karachi Port Trust any further changes in our particulars and composition, addresses and Phones Nos. of our firm / Proprietor / Partners / Directors etc.

We clearly understand that failure to comply with the above, or for submitting incorrect or inaccurate information, will render our Tender invalid.

Signature & Seal of the Tenderer

Signed by **Mr.** \_\_\_\_\_

For & on behalf of

**M/s.** \_\_\_\_\_

\_\_\_\_\_

Dated: \_\_\_\_\_



<b>BANK GUARANTEE BOND IN LIEU OF EARNEST MONEY</b>	Rs..... Adhesive Stamp.
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NOW ALL MEN BY THESE PRESENTS that we \_\_\_\_\_

(Name of the Bank)

do hereby bind ourselves and our successors, executors and administrators TO PAY to the TURSTEES OF THE PORT OF KARACHI, KARACHI PORT TRUST (hereinafter called the BOARD) on demand and without reference to the tenderers (.....)

(Name of Tenderers)

and without further question of the sum of Rs. ....

(In words)

(Say Rs.....)

(In figures)

WHEREAS the tenderers (.....)

(Name of the Tenderers)

have tendered for the work of .....

(Title of work)

requiring an earnest money amounting to Rs. ....

(In figures)

say Rs. .... to be deposited with

(In words)

Karachi Port Trust and binding then (the tenderers) to abide by their tender for a period of ..... days

From the date .....

(Date of opening of the tender)

NOW the condition of the above written bond is that;

1. Payment of Rs..... (Say Rs.....)

(In figures)

(In words)

will be made on the first demand of the Board through their Chief Account Officer and without reference to the Tenderers should the Tenderers withdraw the offer within the aforesaid period expiring on ..... or in case their tender accepted fail to execute the formal contract Agreement and or make the required Security Deposit in times of the Standard Tender Documents issued by the Board till ..... or till such extended time as the Bank may agree from time to time through a letter.

(5 months from the date of opening of the tender or till such extended time as the Bank may agree from time to time through a letter).

2. Its validity for lodgment of claims shall remain in full force any and effect till ..... or till such extended time as the Bank may agree from time to time through a letter.

(5 months from the date of opening of the tender or till such extended time as the Bank may agree from time to time through a letter).

SIGNED SEALED AND DELIVERED by the said.....

(Name of Bank)

was hereinto affixed in the presence of:



**CLAUSE 36 (A) OF PPRA RULES 2004 (Amended)**

**a) Single Stage – One envelope procedure: -**

Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document.

XXXXXXXXXX