

**DEPUTY DIRECTOR
BREED IMPROVEMENT CENTRE ROHRI
TENDER DOCUMENTS FOR PROCUREMENT OF
(ANIMAL FEED, SEED & FERTILIZER).**

REFERENCE No. DD/BIC/ANIMAL FEED, SEED & FERTILIZER /15-16/1



**TO BE OPENED
ON**

30-11-2015

**DEPUTY DIRECTOR BREED IMPROVEMENT CENTER ROHRI
@ KUNDHI BUFFALO FARM NATIONAL HIGHWAY ROHRI.**

CONTENTS

S.NO	Description	Page No.
1	Bid Data Sheet	03
2	Section I	04
3	Invitation of Bids	05
4	Section II	06
5	Instruction to Bidders	07
6	Term & Conditions for Bidders	08
7	Schedule of Requirements	08-12
8	Section III	13
9	Evaluation Criteria	14
10	Bid Form (Price Schedule)	15

BID DATA SHEET

ITB Ref	Description	Detail
N/A	Bid Reference number	Reference No. DD/BIC/Animal Feed, Seed & Fertilizer /15-16/1.
N/A	Date, Time for closing of Bids	30 -11-2015
ITB Clause 11	Date, time and venue of opening of Bids.	30 -11-2015 Deputy Director Breed Improvement Center Rohri @ Kundhi Buffalo Farm National Highway Rohri.
ITB Clause 15	Bid currency	Pak rupees
ITB Clause 03	Language of Bids	English
ITB Clause 08	Amount of Bid security	2.5% of the bid value
ITB Clause 10	Bid validity period	90 days
ITB Clause 02	Bidding procedure	Single stage- One envelop Procedure
ITB Clause 11	Address for communication Deputy Director Breed Improvement Center Rohri @ Kundhi Buffalo Farm National Highway Rohri.	

SECTION I

INVITATION TO BID

INVITATION FOR BIDS
INCREASE PER ANIMAL MILK AND MEAT PRODUCTION
THROUGH GENETIC IMPROVEMENT

LIVESTOCK & FISHERIES DEPARTMENT GOVERNMENT OF SINDH
DEPUTY DIRECTOR BREED IMPROVEMENT CENTER ROHRI

Deputy Director Breed Improvement Center Rohri @ Kundhi Buffalo Farm National Highway Rohri

TENDER NOTICE

Sealed tenders are invited for supply of following items for Deputy Director Breed Improvement Centre Rohri from Manufacturers / Authorized Distributors / Reputable Supplier and Sole Agents for the financial year 2015-16 for Development & non-Development side.

Sr. No.	DESCRIPTION	TENDER No.	TENDER DOCUMENT'S PRICE (Non-refundable)
1.	Animal Feed	DD/BIC/Animal Feed/2015-16/1	Rs.2000/-
2.	Seed & Fertilizer	DD/BIC/Seed & Fertilizer/2015-16/1	Rs.2000/-

The detailed tender document can be had from the office of Deputy Director Breed Improvement center Rohri, **Sindh, Pakistan** against the payment of **Rs: 2000/** in the shape of demand draft in favor of Deputy Director Breed Improvement Center Rohri, last date for submission of tender is **30-11-2015** till **14:00** hours. The tenders will be opened in the presence of interested bidders or their representatives by the Procurement Committee on the same day at **14:30** hours.

The Deputy Director Breed Improvement Center Rohri/ Secretary Procurement Committee of Livestock wing reserves the rights to reject all or any bids subject to the relevant provisions of SPPRA Rules 2010 (as amended).

TERMS AND CONDITIONS

1. Tender is required to be furnished with earnest money of 2.5% of total value of the each item of the bid in form of pay order/call deposit in favor of Deputy Director Breed Improvement centre Rohri.
2. Last date of receipt of tender is **30-11-2015** up to **14:00** hours, which will be opened on the same day at **14:30** hours in presence of interested bidders or their authorized representatives before purchase committee.
3. The Procuring agency committee reserves the right to reject all or any bid under SPPRA rule 2010.
4. The rate quoted must be valid up to 30-6-2016.
5. The sealed Tenders will be opened on same day before interested bidders.
6. The firm must be payer of income tax having income tax registration number.
7. The firm must have GST payers.
8. The Sindh Revenue Board constituted under the Sindh Revenue Board act, 2010 administers and regulate the levy and collection of the Sindh sale Tax (SST) on the taxable services provided or Rendered in Sindh. The taxable services are specified under the second schedule of the Sindh Sale tax on service act, 2011 read with section (3) thereof.
9. The bidder offering bids must be registered with Sindh Revenue Board prior to offering bids.
10. The sale tax will be deducted and withheld from the payment to be made to the service provider and deposited in Sindh Government s head of account "B2384" at the rate of 17% as specified sale tax on services Act/Rule, 2011.

**DEPUTY DIRECTOR
BREED IMPROVEMENT CENTER
ROHRI**

**SECTION II
INSTRUCTIONS TO BIDDERS**

1. Scope of Bid:

- 1.1 The Deputy Director Breed Improvement Center Rohri invites bids for the supply of Seed & Fertilizer/Animal Feed specified in the schedule of requirements along with technical Specifications.

2. Eligible Bidders:

- 2.1 The invitation for bids is open to all original manufactures/ their authorized sole agents/ suppliers and in case of imported goods their authorized dealers/ importers/ suppliers for supply of goods more specifically described in the schedule of requirement (Section III).

3. Eligible Goods and services:

- 3.1 All goods and related services to be supplied under the contract shall confirm to the policies of the Government of Sindh in vogue. All expenditure made under the contract shall be limited to such goods and services. For purpose of this clause (a), the term Goods includes any goods, that are the subject of this invitation for bid and (b) the term Services includes related ancillary services such as transportation, insurance, installation, after sale services etc.

4. Cost of Bidding:

- 4.1 The Bidders shall bear all cost associated with the preparation and submission of its bid, and the Procuring agency shall in no case be responsible or liable for those cost, regardless of the conduct or outcome of the Bidding process.
- 4.2 In the case of offer supply of items/ stores from within the country, price quoted shall be inclusive of all taxes(Present and Future) duties and charges for packing, making, handling etc.

**STATEMENT SHOWING THE DETAILS OF ITEMS / STORE PERTAINING TO
DEPUTY DIRECTOR BREED IMPROVEMENT CENTER ROHRI @ KUNDHI
BUFFALO FARM NATIONAL HIGHWAY ROHRI FOR THE YEAR 2015-16 FOR
PROCUREMENT OF ITEMS AS ILLUSTRATED IN THE TENDER DOCUMENTS.**

Sr. No #	Budget Items	Quantity
1	Seed & Fertilizer	As per list enclosed
2	Animal Feed	As per list enclosed

TERMS AND CONDITIONS:

1. The Governing Rules:

- 1.1 The Bidding procedure shall be governed by the Sindh Public Procurement Regulatory Authority (SPPRA) 2010 (Amended 2013).
- 1.2 Conditions as per Tender Notice will remain valid however Deputy Director Breed Improvement Center Rohri reserves the right to extend date & time of bid. Opening or receiving the bids and to purchase all or part of store under the Tender.
- 1.3 Any cutting /correction in bid form will make the quotation invalid.
- 1.4 Purchasing committee reserves the right to obtain clarification from any bidder, in respect of items quoted by him. The replies by the bidder will be recorded and will form part of bid document.
- 1.5 100% payment shall be released on receipt of consignment in full.
- 1.6 The contracting firm will be treated under SPPRA Rules 2010, accordingly in case of failure in supply of stores, it shall be optioned to purchase the stores elsewhere without notice on account and risk the contract.
- 1.7 All the rates quoted must be inclusive of all the taxes imposed by the Government time-to-time.

- 1.8 The rates offered will be valid for the whole financial year 2015-16 up to(30-6-2016)
- 1.9 The sealed tenders will be opened on same day before interested bidders.
- 1.10 All the items must be stamped on the bidder offering bids must be registered with Sindh Revenue Board prior to offering bids.
- 1.11 All the firms are required to attach on affidavit of above agreement and that their firms has not declare black listed by Provincial and Federal Government on stamp paper worth Rs: 100/-

2. Applicable Bidding Procedure:

- 2.1 The Bidding Procedure is governed by SPPRA rule 46 “Procedure of open Competitive Bidding” Sub-rule (2) “Single Stage- One Envelop above to confirm the bidding procedure applicable in the present bidding process.
- 2.2 The Bidding procedure prescribed in the Bid data Sheet above is explained in the below.

Single Stages: One Envelope Procedure

- The bid shall comprise a single package containing one envelope. Each envelope shall contain technical and financial proposal.
- The procuring agency shall evaluate the technical and financial proposal and reject any proposal which do not confirm to the specified requirements.
- During the technical evaluation no amendments in the technical proposal shall be permitted.

3. Language of Bids:

- 3.1 All correspondences, communications, associated with preparation of bids, clarifications, amendments, and submission shall be written in English. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by the accurate translation in English or Urdu, in which case, for purpose of interpretation of the bid, the said translation shall take precedence.

4. Bid Price:

- 4.1 The bidder shall indicate on the appropriate form prescribed in the bidding document the unit price and total bid price of the goods, it proposes to supply under the contract.
- 4.2 Form prescribed for quoting of prices is to be filled in very carefully, preferably typed. Any alteration/ correction must be initiated. Every page is to be signed and stamped at the bottom. Serial number of the quoted item may be marked with red/ yellow marker.
- 4.3 The bidder should quote the prices of goods according to the technical specification as provided in the bidding document. The technical specification of goods, different from the required specification shall straightway be rejected.
- 4.4 The bidders are required to offer a competitive price. All prices must include the taxes and duties, where applicable. If there is no inclusive of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/ duties.
- 4.5 While making a price quote, trend/ inflation in the rate of goods and services in the market should be kept in mind. No request for increase in the price due to market fluctuation in the cost of goods and services shall be entertained.

5. Bid Currencies:

- 5.1 Price shall be quoted in Pak Rupees.

6. Supporting Documents to judge specifications:

- 6.1 The Bidders shall provide the leaflet/ brochures/ catalogs of quoted Products with the bid.

7. Documentation on eligibility of Bidders:

- 7.1 Bidders shall furnish documents establishing the bidder's eligibility to the bid and its qualification to perform the contract its bid is accepted.
- 7.2 The documentary evidence of the bidder's eligibility to bid shall establish to the procuring agency's satisfaction that the bidder, at the time of submission of its bid, is an eligible.

8. Bid Security:

- 8.1 The bidder shall furnish, as part of its bid, a bid security in the amount specified in the bid data sheet. Unsuccessful bidders bid security shall be discharged or returned soon after announcement of the successful bids.
- 8.2 The successful bidder's security shall be discharged upon signing of

- contract/purchase order and furnishing the performance security.
- 8.3 If a bidder withdraw its bid during the period of bid validity or
- 8.4 In case of a successful bidder, if bidder fails to sign the contract purchased order or fails to provide a performance security (if any).

9. Late Bids:

- 9.1 Any bid received by the procuring agency after the deadlines for submission shall be rejected and returned unopened to the bidder.

10. Bid Validity:

- 10.1 Bids shall remain valid for the period identified in the bid data sheet after the date of opening of technical bid. A bid valid for a shorter period shall be rejected by the procuring agency as non-responsive.
- 10.2 Bidders who:
- a. Agree to the procuring agency request for extension of bid validity period shall not be permitted to change the substance of their bids and
 - b. Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities.

11. Opening and evaluation of Bids:

- 11.1 All bids received shall be opened by the procuring agency publically in the presence of the bidders or their representatives on the date, time and venue prescribed in the bid data sheet.
- 11.2 The opening of bids shall be subject to the bidding procedure prescribed in the bid data sheet and elaborated in clause 02 above.
- 11.3 All bidders in attendance shall sign an attendance sheet.
- 11.4 The procuring agency shall open one bid at a time and read out aloud its contents which may include name of bidders, bided for and unit prices and total amount of the bid (if applicable) which is deemed appropriate if not in conflict with the SPPRA rules 2010 (Amended 2013).
- 11.5 No bid shall be rejected at technical proposal/ bid opening, except for late bids which shall be returned unopened to the bidder.

12. Announcement of evaluation Report:

- 12.1 The Procuring agency shall announce the results of the bid evaluation report in the form of a report giving reasons for acceptance or rejection of bids. The report shall be hoisted on website of the authority/ SPPRA and that of the procuring agency if its website exist and intimated to all the bidders at least seven days prior to the award of contract.

13. Performance Security:

- 13.1 After signing of contract, the successful bidders shall furnish a performance security within a week, equalveint 10% in the form of pay order/ demand draft of the total contract and the validity period of at least six months. Performance security shall be released to the supplier upon successful completion of the contract. Supplier bid security already submitted with the bid shall only be released upon satisfactory submission of a performance security.
- 13.2 The bid security submitted by the bidder at the time of submitting its bid shall be returned to the bidder upon submission of performance security.
- 13.3 Failure to provide a performance security by the bidder is a sufficient ground for annulment of the award and forfeiture of the bid security. In such event the procuring agency may award the contract to the next lowest evaluated bidder or cal for new bid.

Note: In accordance with existing SPPRA Rules 2010 (Amended 2013), procuring agency reserve the rights to cancel one or all the tenders without assigning reason if the tender is incomplete or defective.

REF:

DATED: _____

**WE GUARANTEE TO SUPPLY THE ITEMS EXACTLY IN ACCORDANCE
WITH THE REQUIREMENTS SPECIFIED IN THE INVITATION TO THIS TENDER.**

SIGNATURE OF TENDERER

Designation _____

Name & Address _____

SECTION III
EVALUATION CRITERIA

EVALATION CRITERIA

MANDATORY REQUIRMENTS:

1. NTN Certificate
2. GST Certificate
3. Must be registered with income tax/ sales tax department.
4. Compliance with Technical Specification.
5. Bidder should not have been blacklisted by any provincial/ Federal Government or organization of the state/ Federal Government of Pakistan.
6. Compliance with schedule of requirements.
7. Submission of required amount of earnest money.
8. Letter for nomination as sole distributor/ authorized dealer.
9. Leaflets, brochures and catalogue of quoted products.

GENERAL CRITERIA:

1. Experience in the relevant field (evidence must be provided).
2. Financial Position.
 - i. Audited balance sheet for last two years including profit and loss account statement.
 - ii. Turnover of at least last three years.
 - iii. Tax return of last three years.
3. Nature of supplier.
 - i. Original Manufacturer.
 - ii. Sole Distributor.
 - iii. General Traders.

Note: Procuring agency is authorized to conduct the physical inspection to review the authenticity of manufacturing facilities and submitted documents, if deemed necessary.

PRICE SCHEDULE

User note: This form is to be filled by the bidder for each individual item and shall submit with Financial Proposal.

Name of the Firm: _____

Bid Ref. No: _____

Date of opening of Bid: _____

S.NO	Name of Item	Unit Price (Incentive of all applicable taxes)	No of Units.	Total Price	Discounts (if Any).	Final Total Price (Inclusive of all taxes).
1	2	3	4	5	5	6
	TOTAL					

Note: the quoted price should include the delivery charges on consignee address.

A) Final Total Price: _____

B) Discount: _____

C) Final Quoted Price: _____

Signature: _____

Designation: _____

Official stamp: _____

Date: _____

