

DELIVERY PERIOD: 30 DAYS

VALIDITY TILL 30TH JUNE 2017

General Conditions & Instructions:

- 1.1 The tenders shall be submitted with all documents and drawing literature & catalogue (in equipment) in sealed envelopes, with sealing wax. The envelope must contained tender enquiry No. On the top. The name of manufacturer and the supplier should be affixed on the face of envelope at the left side.
- 1.2 Tenders must be filled in with Blue or Black ink in the column provided/on separate letterhead duly signed.
- 1.3 The tenders must be free from erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it.
- 1.4 The rates of each item should be written in figures as well as in words. Arithmetical errors will be rectified on the basis, if there is discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall corrected. In case of discrepancy the price in words will be taken as authenticated and final.
- 1.5 Conditional Tenders will be ignored and will not be considered/entertained/accepted.
- 1.6 Tenders from shall be accompanied by Earnest Money @ 2.5% of the value of stores quoted by them in form of Call Deposit/ Pay Order.
- 1.7. The tendered rate should be inclusive of all taxes, Income & Sales Tax etc payable to Federal & Provincial Govt. or Local bodies and no claims on this account shall be entertained.
- 1.8 The bidder shall furnish General Sales Tax (GST) Registration Certificate of the firm failing which the offer will be ignored. In case the item is exempted from G.S.T., either documentary evident or certificate from competent authority shall be attached with the offer.
- 1.9 The bidder shall furnish copy of valid Professional Tax(Excise & Taxation) Certificate/Income Tax Certificate.
- 1.10 One "SAMPLE TENDER PERFORMA" is supplied with the list of items to be purchased. The items have to be quoted on the Performa; duly filled in stamped & signed by the authorized bidder. No other Performa for tender will be accepted. Only those items shall, be typed on the Performa for which the rates are to be quoted. In case of need of more Performa a photocopy can be used. Any alteration / correction must be initiated and each page is to be signed and stamped at the bottom.

2. SPECIAL CONDITIONS:

- 2.1 Store is required immediately. The tenderers may, however, give their short guaranteed delivery period by which the supply will be completed on 30 days positively. No Extension will be guaranteed / accorded for the supply of initial quantity.
- 2.2 Tenderers are required to specify make, country of origin
- 2.3 The Bidders shall quote their firm and final price both in figures & words on "Free Delivery basis to Consignee end.
- 2.4 No manufacturer shall authorize their distributor/agent/any firm or person to quote the same item which manufacturer is quoting it-self in any tender. Failing that offers of both the manufacturer as well as other bidder shall be ignored.
- 2.5 Distributor once nominated by the manufacturer will be for the whole contract period and manufacturer cannot change its distributor during the year in any case. exceptional cases the tendering authority may approve changes.

3. Purchaser's Right to Vary Quantities at time of award.

The Purchaser reserves the right to increase/decrease or delete the quantities of goods etc. at the time of award of contract and also reserves the right to enhance the quantity by 25% of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions of goods at a time during the contract period.

4. **Purchaser's Right to Accept any Bid and to Reject any or All Bids:**

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without there incurring any liability to the affected Bidder or bidders, on the grounds for the Purchaser's action.

5. **Notification of Award/Advance Contract:**

5.1 Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing, delivery by hand or by registered letter, by cable to be confirm in writing by registered letter that is bid has been accepted.

5.2 The notification of award will constitute the formation of the contract.

6. **Award of Contract & Contract Agreement:**

Subject to the fulfillment of all codal formalities, the Purchaser will award the contract to the successful Bidder who's bid has been determined to be qualified to perform the contract satisfactory.

7. **Performance Security:**

8. The successful tenderers will have to deposit with the Purchaser Security Deposits as under in shape of Call Deposit/Pay Order:- Registered firms: 2.5% of the value of Contract.

Criteria for evaluation of bids.

- Quoted prices.
- Delivery schedule
- Authority letter from manufacturer
- Valid drug license.
- Professional tax payer certificate
- Call deposit (pay order/ Bank draft/Bank Guarantee.
- Income tax certificate.

9. **Fee for Award of Contract:**

10. Service charges @ 0.25% of the value of the Contract will realized/charged by the A.G. Sindh, while making payment to the contractors for award of each contract. Undertaking:

10.1. That I/we agree whether our tender accepted for total, partial or enhanced quantity for all or any single item. I/We also agreed to supply and accept the said item at the rates for the supply of contract quantity with in the stipulated period shown in the contract.

10.2 I/We understand and confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt./Semi Govt. institution in the province in the same fiscal year.

10.3 I/We undertake that, if any of the information submitted in accordance to this tender Enquiry found incorrect, our contract may be cancelled at any stage on our cost and risk.

CERTIFICATE

We guarantee to supply the stores exactly in accordance with the requirement specified in the invitation to this tender.