



Cadet College Larkana

P.O. Box 40, Larkana, Phone: 074-4080091-3, PRI-074-4044091 Fax: 4080460 Web: www.ccl.edu.pk

No.CCL/Misc.Tenders / 5061
12 May 2018

To,

The Manager (Enforcement-II)
Sindh Public Procurement Regulatory Authority
Karachi

Subject: NIT Supply of Misc.Items for publications on SPPRA Website

Dear Sir,

With reference to above cited NIT the following is enclosed herewith for your record / necessary action, please:-

- Hard / Soft Copy of the bidding documents
- Copy of NIT
- Notification of Procurement Committee
- Notification of Complaint Redressal Committee
- Annual Procurement Plan

Yours sincerely

Administrative Officer
For Principal & PD

Copy for info to:

GSO-I (Cadet Colleges)
HQs 16 Division
Pano Aqil Cantt

SPPRA INWARD DIARY
NO : 9045
DATED : 14-05-2018



Cadet College Larkana Tender Notice

1. Sealed bids are invited for following supply/ contracts for the current financial year 2018-19:

Tender

- a. Supply of Misc. Items (Sanitation / Sweeping Items)
- b. Supply of Cadets Uniform
- c. **Supply of messing items**
 - i. Meat Items
 - ii. Fresh Food Items
 - iii. Dry Ration Items

2. Security Deposit at the rate of 2% of the total estimated cost shall be deposited in form of Bank Draft / Pay Order in favour of Cadet College Larkana. Tenders without Security Deposit shall not be entertained.

3. The tenders shall be issued only to the firms who are registered for the Income & Sales Tax for the year 2016-17, on applications by the owners themselves alongwith copies NTN/STRN Certificates, CNIC and last three years income tax returns and have relevant experience of minimum three years with reputable residential institution. The tender documents can be obtained on payment of Rs.500/ only, in form of Demand Draft / Postal Order (non-refundable), on working days, from the date of publication of the NIT upto (1200 hrs), **07 June 2018**, from Cadet College Larkana and will be opened on the same day at 1300 hrs in the Committee room of Cadet College Larkana.

4. Bids should be sealed in one envelope containing the financial proposals, name of bidder & tender description as per the bidding documents should be clearly mentioned on outer corner of envelopes. All the required documents (Copy of CNIC, NTN/STN Certificate, relevant experience certificate, bank statement and income/sales tax return for the last three years etc) may be produced before opening of the tenders.

5. The successful bidder shall be awarded the supply work for financial year 2018-19 after completion of the process as per SPPRA Rules.

6. The Procurement Committee / Cadet College Larkana reserves the right to accept, or reject any or all the tenders or terminate/postpone the proceedings at any stage as per the rules and relevant provisions of the SPPRA.

Phone: (074) 4080091-93 Principal & Project Director
Email. Larkanians@yahoo.com Cadet College Larkana
Website: www.ccl.edu.pk



Cadet College Larkana

P.O. Box 40, Larkana, Phone: 074-4080091-3, PRI-074-4044091 Fax: 4080460 Web: www.ccl.edu.pk

No.CCL/Misc.Tenders /5062
19 May 2018

To,

The Manager (Enforcement-II)
Sindh Public Procurement Regulatory Authority
Karachi

Subject: NIT Supply of Misc.Items: Notification of Procurement Committee

Dear Sir,

With reference to subject NIT, the competent authority is pleased to constitute a Procurement Committee as under to procure the said tender:-

- | | |
|---|----------|
| a. Mr. Imtiaz Hussain Solangi
Engineer, Cadet College Larkana | Chairman |
| b. Mr. Javed Ahmed Lashari
Admin Officer, Cadet College Larkana | Member |
| c. Mr. Rafique Ahmed Khoso
Deputy Registrar, Quaid-e-Awam University
Engineering Science & Technology Campus
Larkana | Member |

Yours sincerely

Administrative Officer
For Principal & PD



Cadet College Larkana

P.O. Box 40, Larkana, Phone: 074-4080091-3, PRI-074-4044091 Fax: 4080460 Web: www.ccl.edu.pk

No.CCL/Misc.Tenders / 5063
12 May 2018

To,

The Manager (Enforcement-II)
Sindh Public Procurement Regulatory Authority
Karachi


Subject: NIT Supply of Misc.Items : Notification of Complaint Redressal Committee

Dear Sir,

With reference to subject NIT, the competent authority is pleased to constitute a Complaint Redressal Committee as under to procure the said tender:-

- | | |
|---|----------|
| a. Brig. Ghulam Raza, SI (M) (Retd)
Principal, Cadet College Larkana | Chairman |
| b. District Accounts Officer for his representative | Member |
| c. Mr. Muhammad Hafeez Shaikh
Bursar, Cadet College Larkana | Member |


Yours sincerely


Administrative Officer
For Principal & PD

Cadet College Larkana

Revised Annual Procurement Plan for year 2018-19

S.No	Description of Procurement	Estimated Cost in Rs.	Quantity (Where applicable)	Funds Allocated	Source of Funds	Proposed Procurement Method	Timing of Procurement			
							Q1	Q2	Q3	Q4
1	Supply of Misc. Items	1,800,000	N/A	Yes	Local Income	Single Stage: One Envelope	1/10	3/10	3/10	3/10
2	Supply of Stationery Items	950,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
3	Supply of Medicines	600,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
4	Supply of Cadets' Uniforms	9,500,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
5	Supply of Electric Items	800,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
6	Supply of Hardware Items	600,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
7	Supply of Plumbing Items	600,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
8	Supply of Sports Items	700,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
9	Printing of Note Books	950,000	N/A	Yes	Local Income	Single Stage: One Envelope	do	do	do	do
10	Annual Magazine (Indus)	800,000	N/A	Yes	Local Income	Single Stage: One Envelope	-	-	10/10	-
11	Supply of Messing Items		N/A	Yes	Local Income	Single Stage: One Envelope	-	-	10/10	-
	a. Meat	12,100,000	N/A	Yes	Local Income		do	do	do	do
	b. Fresh	9,680,000	N/A	Yes	Local Income		do	do	do	do
	c. Dry Ration	12,100,000	N/A	Yes	Local Income		do	do	do	do


 Administrative Officer
 For Principal / PD

Tender Documents

For Supply of Messing Items:

- a. Meats and Fresh Food
- b. Dry Ration Items

Instruction to Bidders/ Procuring Agencies.

General Rules and Direction for the Guidance of Contractors.

This section of the bidding documents should provide the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Cadet College Larkana. It should also give information on bid submission, opening and evaluation, and on the award of contract.

Matters governing the performance of the Contract or payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included as Conditions of Contract and *Contract Data*.

The *Instruction to Bidders* will not be part of the Contract and will cease to have effect once the contract is signed.

1. All work proposed to be executed by contract has been notified in a form of Notice Inviting Tender (NIT)/Invitation for Bid (IFB) hoisted on website of Authority and Procuring Agency and also in printed media as per rules.
2. NIT States description of the work, dates, time and place of issuing, submission, opening of bids, completion time, cost of bidding document and bid security either in lump sum or percentage of Estimated Cost/Bid Cost. The interested bidder must have valid NTN/STN also.
3. Contents of Bidding Documents include but not limited to : Conditions of contract, Contract Data, specifications or its reference, Bill of Quantities containing description of items with scheduled / item rates with premium to be filled in form of percentage above/below or on item rates to be quoted, Form of Agreement and drawings.
4. **Fixed Price Contracts:** The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
5. The Cadet College Larkana shall have right of rejecting all or any of the tenders as per provisions of SPP Rules 2010.
6. **Conditional Offer:** Any person who submits a tender shall fill up the usual printed form stating at what percentage above or below on the rates specified in bill of Quantities for items of work to be carried out: he is willing to undertake the work and also quote the rates for those items which are based on market rates. Only one rate of such percentage, on all the Scheduled Rates shall be framed. Tenders, which propose any alternative in the works specified in the said form of invitation to tender or in the time allowed for carrying out the work, or which contain any other conditions, will be liable to rejection. No printed form of tender shall include a tender for more than one work, but if contractor wish to tender for two or more works, they shall submit a separate tender for each.
7. The envelope containing the tender documents shall refer the name and number of the work.
8. All works shall be measured by standard instruments according to the rules.
9. Bidders shall provide evidence of their eligibility as and when requested by this institution.

10. Any bid received by the institution after the deadline for submission of bids shall be rejected and returned unopened to the bidder.
11. Prior to the detailed evaluation of bids, the Cadet College Larkana will determine whether the bidder fulfills all codal requirements of eligibility criteria given in the tender notice such as registration with tax authorities, registration with PEC (where applicable), turnover statement, experience statement, and any other condition mentioned in the NIT and bidding document. If the bidder does not fulfill any of these conditions, it shall not be evaluated further.
12. Bid without bid security of required amount and prescribed form shall be rejected.
13. Bids determined to be substantially responsive shall be checked for any arithmetic errors. Arithmetical errors shall be rectified on the following basis;
 - (A) **In case of schedule rates**, the amount of percentage quoted above or below will be checked and added or subtracted from amount of bill of quantities to arrive the final bid cost
 - (B) **In case of item rates**, If there is a discrepancy between the unit rate and the total cost that is obtained by multiplying the unit rate and quantity, the unit rate shall prevail and the total cost will be corrected unless in the opinion of the authority there is an obvious misplacement of the decimal point in the unit rate, in which case the total cost as quoted will govern and the unit rate corrected. If there is a discrepancy between the total bid amount and the sum of total costs, the sum of the total costs shall prevail and the total bid amount shall be corrected.
 - (C) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

Contract / Bidding Data

- a) **Name of Procuring Agency** Cadet College Larkana
- b) **Brief Description of Works** Supply of Messing Items (Details attached at Annex-A)
- c) **Procuring Agency's Address:-** Near Moenjodaro Taluka Dokri District Larkana
- d) **Estimated cost:-**
a. Meats and Fresh Food Items Rs.21,780,000 /-
b. Dry Ration Items Rs. 12,100,000/-
- e) **Amount of Bid Security:-** 2% of the total bid amount
- f) **Period of Bid Validity (days):** 60 days
- g) **Security Deposit / Earnest Money:** 3% of Bid Amount
(to be deposit by successful bidder)
- h) **Percentage, if any, to be deducted from bills:** Nil
- i) **Deadline for Submission of Bids along with time:** 07 June 2018 (1200 hrs)
- j) **Venue, Time, and Date of bid Opening:-** Conference Room, Cadet College Larkana,
07 June 2018 (1300 hrs)
- k) **Time for Completion from written order of commence:-** Contract for One Year
- l) **Liquidity damages:** Rs.5,000/- (Rs.200/- per day of delay)
- m) **Deposit Receipt No: Date: Amount:** (in words and figures)
- n) The bids shall be accompanied by copies of the following:-
(1) CNIC
(2) NTN & STN / GST Registration certificate
(3) Last three years income tax returns
(4) Relevant experience of at least three years in similar institutions
(5) Proof of minimum turn over equal to at least 50% of estimated cost of tender during last three years.

Principal
Cadet College Larkana

Conditions of Contract

Clause – 1: Commencement & Completion Dates for Handing/Taking over of the contract

- a. The bidders shall not enter upon or commence any portion or work except with the written authority and instruction of the Officer-in-charge or of in subordinate-in-charge of the contract. Failing such authority the bidder shall have no claim to ask for any claim for damages etc., whatsoever.
- b. The contractor shall proceed with the procurement process with due expedition and without delay and carry on the assignment in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good results during the execution of the work/contract, contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorated basis.
- c. **The contractor/supplier shall be bound to provide all the required items at the campus as and when demanded for which no separate conveyance, loading and unloading charges to be provided.**
- d. **The contractor/supplier shall be bound to supply all the items during the period of contract as per quoted rates and shall arrange to supply all items in good condition and proper quality and quantity at the campus/stores of this institution.**

Clause- 2: Liquidated Damages. The supplier shall pay liquidated damages to the Cadet College Larkana at the cost of the item as he is responsible to supply the items at the campus in good quality and quantity.

Clause- 3: Termination of the Contract. In case of abandonment of the contract owing to the serious illness or death of the contractor, the contractor shall nominate a person to supervise the land, failing which, the Principal/PD, shall rescind the contract, and in this case the security deposit of the contractor shall stand forfeited and the absolutely at the disposal of the College. It is also hereby declared and agreed upon that in the event of the default by the contractor in the observance of any of the terms and conditions mentioned heretofore, it shall be lawful for the Principal/Project Director Cadet College Larkana for forfeit full security deposit or part thereof, and cancel the agreement and bring the contractor on the black list. The action shall not be challenged in any Court of Law.

Clause- 4: Cost of Conveyance, Loading and unloading etc. The supplier shall be bound to pay the conveyance, loading and unloading charges for the supply of the items as per attached annexure.

Clause- 5: Condition of the Items. All items shall be supplied in good condition and as per required quantity

Clause- 6: Taxes. The contractor will bear all kinds of taxes applicable as per tax laws.

Clause 7: Demands for the Supply. The supplier shall arrange to present himself (or his representative) in the campus at least once a week

Clause 8: Payments. The payments shall be made to the contractor after proper scrutiny of the bills, completion of codal formalities and necessary approvals. Normal period for payment of bills shall be at least one month.

Clause 9: Inspection of Operations. The officer-in-charge and his subordinates, shall at all reasonable times have access to the supplies for supervision and inspection of supplied items, quality of services, provision of quantity.

Clause 10: Risks. The supplier shall be responsible for all risks of loss of or damage to physical property of facilities or related services at the premises and or personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion of contract, final or otherwise, the contractor shall make good the same at his own expense, or in default the Engineer may cause the same to be made good by other workmen, and deduct the expense from security deposit lying with the Cadet College Larkana.

Clause 11: Measures for prevention of fire and other safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass or shall not alter/amend the college property without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause 12: Sub-contracting. The contractor shall not sublet the contract without written approval of the Principal/PD, Cadet College Larkana, failing which the Principal & Project Director may rescind the contract and the security deposit of the contractor shall thereupon stand forfeited.

Clause 13: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, the decision of the Principal/PD, Cadet College Larkana, conclusive and binding on the contractor upon all questions relating to any claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract, instructions, orders or these conditions or otherwise concerning the works, or the execution, of failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause 14: Site Clearance. After delivery of the items at mess central store, it would be responsibility of the supplier to clear the extra garbage if any enclosed with the items.

Clause 15: Financial Assistance is not allowed.

Clause 16: Refund of Security Deposit /Retention Money. On completion of the contract for the purpose of refund of Security Deposit to the contractor from the last date on which the contract is completed, the contractor shall submit his written request to competent authority and shall generate a clearance form from all the sections of the institution for no dues and consequently after submission of the clearance form, the security deposit lodged by a supplier shall be refunded to him after the expiry of three months from the date on which the contract is completed.

Note: Detailed description of the supply items with quantity at attached at annexure - A.

Contractor

**Officer-in-Charge/
Admin Officer**

Name _____

Address _____

CNIC No. _____

**Principal/PD,
Cadet College Larkana**

Cadet College Larkana

TERMS AND CONDITIONS FOR SUPPLY OF MESSING ITEMS

1. The contractor shall be bound to provide all items as and when demanded by the college after issuance of supply order by the authorized officer.
2. That the contractor will be bound to strictly adhere to the following terms and conditions :-
 - a. The supplier shall arrange to supply the items in good quality and as per required quantity at the central store of the Cadet College Larkana for which no any extra conveyance, travelling, loading and unloading charges shall be paid.
 - b. The supplier shall deposit Rs.500,000/- of contract value as security deposit. The same will be refunded after three months of the satisfactory completion of the agreement, i.e., one year if the contract period is not extended.
 - c. The supplier shall charge the amount as offered in the bill of quantities inclusive of all taxes and no extra payment shall be made in the shape of taxes etc.
3. The contract shall not be sublet without the written approval of the Principal/PD, failing which the Principal/PD may rescind the contract, and the security deposit of the contractor shall thereupon stand forfeited.
4. In case of abandonment of the contract for any cause excepting death of the contractor, the Principal/PD Cadet College Larkana shall have power to rescind the contract, and in that case the security deposit shall stand forfeited and be absolutely at the disposal of the college. While, in case of demise of the contractor the security deposit shall be refunded in favour of the nominee nominated by the supplier.
5. The contract shall be valid for one year initially. The same could, however, be extended to three years with minimum 10% increase in rent and maximum to mutual consent. The contract may be terminated any time, if work of the contractor is found unsatisfactory and shall not be challenged in any court of law.
6. It is also hereby decided and agreed upon that in the event of the default by the contractor in the observance of any of the terms and conditions mentioned heretofore, it shall be lawful for the Principal and Project Director, Cadet College Larkana to forfeit full security deposit, or part thereof, and cancel the agreement and bring the contractor on the blacklist of Cadet College Larkana.
7. The contractor shall be responsible to make the supply within given time frame in case of delay the competent authority can impose a one time penalty maximum to Rs.5000/-.
8. No rate shall be charged in excess to the bill of quantities.
9. The supplier shall be required to provide all the as per approved specifications mentioned in Bill of quantities.
10. The supplier shall adhere to all the terms and conditions mentioned above and in the tender documents, duly signed by the contractor.
11. In case of willful default, contract may be cancelled at 15 days notice.
12. In case of cancellation of contract, the contractor shall be blacklisted.
13. This shall not be challenged in any court of law.

Admin. Officer

Countersigned by

Contractor/Supplier

Principal & Project Director

Cadet College Larkana

BILL OF QUANTITIES

Name of Work & Description : Supply of Messing Items

Separate sheet attached at annexure – A

Contractor

**Officer-in-Charge/
Admin Officer**

Name _____

Address _____

CNIC No. _____

**Principal/PD,
Cadet College Larkana**

Cadet College Larkana

Schedule of Messing Items

Sr. #	Name of Items	Description/Brand	Unit Account	Waight	Estimated Qty/Weight	Rate Offered by Bidder	Total Amount
Meats							
1	Fish	Dressed without heads	Kg	Per K.G	2900		
2	Chicken	Dressed	Kg	Per K.G	11570		
3	Mutton	Dressed	Kg	Per K.G	3230		
4	Beef	With bone	Kg	Per K.G	3200		
5	Beef	Boneless	Kg	Per K.G	1204		

Vegetables							
6	Potatoes	Fresh	Kg	Per K.G	22000		
7	Tomatoes	Fresh	Kg	Per K.G	24640		
8	Onion	Fresh	Kg	Per K.G	21560		
9	Dhaniya Green	Fresh	Fold	Fold	1700		
10	Foodno	Fresh	Fold	Fold	1000		
11	Green Chillies	Fresh	Kg	Per K.G	308		
12	Adrak	Fresh	Kg	Per K.G	308		
13	Green Peas	Fresh	Kg	Per K.G	300		
14	Green Peas	200 Grams	Tin	Tin	250		
15	Lemon	Fresh	Kg	Per K.G	25		
16	Cabbage	Fresh	Kg	Per K.G	480		
17	Shimla Chillies	Fresh	Kg	Per K.G	480		
18	Lady Finger	Fresh	Kg	Per K.G	1500		
19	Beeh	Fresh	Kg	Per K.G	2000		
20	Bread	Fresh	1 packet of 20 Slice	Per Packet	13000		
21	Butter	Blue Ribbon	Kg	Per K.G	810		
22	Curd	Fresh	Kg	Per K.G	12150		
23	Eggs	Fresh	Dozen	Per K.G	4000		
Fruits							
24	Banana	Fresh	Dozen	Per Dozen	7000		
25	Orange	Fresh	Per Crate 80 No.	Crate	1200		

26	Melon	Fresh	Kg	Per K.g	10000		
27	Water melon	Fresh	Kg	Per K.g	10000		
28	Checkoo	Fresh	Kg	Per K.g	3600		

Dry Ration

1	Biryani Masalah	National or Equivalent	Kg	Per K.G	80		
2	Murghi Masalah	National or Equivalent	Kg	Per K.G	50		
3	Qorma Masalah	National or Equivalent	Kg	Per K.G	50		
4	Garam Masalah	National or Equivalent	Kg	Per K.G	21		
5	Haleem Masalah	National or Equivalent	Kg	Per K.G	21		
6	Haleem Mix Masalah	National or Equivalent	Kg	Per K.G	90		
7	Achar Masalah	National or Equivalent	Kg	Per K.G	20		
8	Daal Channa	Special	Kg	Per K.G	2100		
9	Daal Masoor	Special	Kg	Per K.G	2100		
10	Daal Mong	Special	Kg	Per K.G	3700		
11	Daal Mash	Special	Kg	Per K.G	400		
12	Chhoula	Special	Kg	Per K.G	4200		
13	Tea	Danedar or Equivalent	Kg	Per K.G	850		
14	Sugar	Super Quality	Kg	Per K.G	6000		
15	Cooking Oil	Dastar khawn or Equivalent	Litre	Litre	15250		
16	JAM	Mitchelles or Equivalent	450 per bottle	Bottle (Dozens)	3000		
17	Vermicelli	National or Equivalent	Carton = 9 Kg	Per Carton	20		
18	Rice	Super Cornal or Equivalent	Kg	Per K.g	27000		
19	Rice	Saila	Kg	Per K.g	7000		
20	Wheat Daro	Super Quality	Kg	Per K.g	300		
21	Wheat Flour	Super Quality	Kg	Per K.g	83300		
22	Flour Rice	Super Quality	Kg	Per K.g	150		
23	Basson	Super Quality	Kg	Per K.g	150		
24	Sooji	Super Quality	Kg	Per K.g	500		
25	Milk Dry	Every Day or Equivalent	Kg	Per K.g	5300		
26	Jelly	Rafhan or Equivalent	Kg	Per K.g	62		
27	Custard	Rafhan or Equivalent	Kg	Per K.g	300		

28	Kheer Mix	Laziza or Equivalent	Kg	Per K.g	190		
29	Gidameri	Super Quality	Kg	Per K.g	300		
30	Alloo bukhara	Super Quality	Kg	Per K.g	100		
31	Salt	Powder	Kg	Per K.g	3000		
32	Iron Mope/Muyoon	Iron	Dozens	Dozen	40		
33	Illalchi small	Super Quality	Kg	Per K.g	5		
34	Illalchi big	Super Quality	Kg	Per K.g	50		
35	Dhaniya Sabit	Super Quality	Kg	Per K.g	500		
36	Red Chillies	Iqbal or Equivalent	Kg	Per K.g	500		
37	Garlic Sabit	Irani	Kg	Per K.g	500		
38	White Jeero	Irani	Kg	Per K.g	500		
39	Darchini	Super Quality	Kg	Per K.g	60		
40	Black Peeper	Super Quality	Kg	Per K.g	60		
41	Haldi Powder	Super Quality	Kg	Per K.g	125		
42	Scotch	Brite or Equivalent	Dozens	Dozen	70		
43	Surf Brite	Brite or Equivalent	Kg	Per K.g	350		

Total:- _____

Contractor

Member Prucurement Committee

Chairman Prucurement Committee

Tender Documents

For Supply of Miscellaneous Items (Sanitation / Sweeping Items):

contract.

Matters governing the performance of the Contract or payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included as Conditions of Contract and *Contract Data*.

The *Instruction to Bidders* will not be part of the Contract and will cease to have effect once the contract is signed.

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Matters governing the performance of the Contract or payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included as Conditions of Contract and *Contract Data*.

The *Instruction to Bidders* will not be part of the Contract and will cease to have effect once the contract is signed.

1. All work proposed to be executed by contract has been notified in a form of Notice Inviting Tender (NIT)/Invitation for Bid (IFB) hoisted on website of Authority and Procuring Agency and also in printed media as per rules.
2. NIT States description of the work, dates, time and place of issuing, submission, opening of bids, completion time, cost of bidding document and bid security either in lump sum or percentage of Estimated Cost/Bid Cost. The interested bidder must have valid NTN/STN also.
3. Contents of Bidding Documents include but not limited to : Conditions of contract, Contract Data, specifications or its reference, Bill of Quantities containing description of items with scheduled / item rates with premium to be filled in form of percentage above/below or on item rates to be quoted, Form of Agreement and drawings.
4. **Fixed Price Contracts:** The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
5. The Cadet College Larkana shall have right of rejecting all or any of the tenders as per provisions of SPP Rules 2010.
6. **Conditional Offer:** Any person who submits a tender shall fill up the usual printed form stating at what percentage above or below on the rates specified in bill of Quantities for items of work to be carried out: he is willing to undertake the work and also quote the rates for those items which are based on market rates. Only one rate of such percentage, on all the Scheduled Rates shall be framed. Tenders, which propose any alternative in the works specified in the said form of invitation to tender or in the time allowed for carrying out the work, or which contain any other conditions, will be liable to rejection. No printed form of tender shall include a tender for more than one work, but if contractor wish to tender for two or more works, they shall submit a separate tender for each.
7. The envelope containing the tender documents shall refer the name and number of the work.
8. All works shall be measured by standard instruments according to the rules.
9. Bidders shall provide evidence of their eligibility as and when requested by this institution.

10. Any bid received by the institution after the deadline for submission of bids shall be rejected and returned unopened to the bidder.

11. Prior to the detailed evaluation of bids, the Cadet College Larkana will determine whether the bidder fulfills all codal requirements of eligibility criteria given in the tender notice such as registration with tax authorities, registration with PEC (where applicable), turnover statement, experience statement, and any other condition mentioned in the NIT and bidding document. If the bidder does not fulfill any of these conditions, it shall not be evaluated further.

12. Bid without bid security of required amount and prescribed form shall be rejected.

13. Bids determined to be substantially responsive shall be checked for any arithmetic errors. Arithmetical errors shall be rectified on the following basis;

- (A) **In case of schedule rates**, the amount of percentage quoted above or below will be checked and added or subtracted from amount of bill of quantities to arrive the final bid cost
- (B) **In case of item rates**, If there is a discrepancy between the unit rate and the total cost that is obtained by multiplying the unit rate and quantity, the unit rate shall prevail and the total cost will be corrected unless in the opinion of the authority there is an obvious misplacement of the decimal point in the unit rate, in which case the total cost as quoted will govern and the unit rate corrected. If there is a discrepancy between the total bid amount and the sum of total costs, the sum of the total costs shall prevail and the total bid amount shall be corrected.
- (C) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

Contract / Bidding Data

- a) **Name of Procuring Agency** Cadet College Larkana
- b) **Brief Description of Works** Supply of Miscellaneous Items (Details attached at Annex-A)
- c) **Procuring Agency's Address:-** Near Moenjodaro Taluka Dokri District Larkana
- d) **Estimated cost:-** Rs.1,800,000/-
- e) **Amount of Bid Security:-** 2% of the total bid amount
- f) **Period of Bid Validity (days):** 60 days
- g) **Security Deposit / Earnest Money:** 5 % of Bid Amount
(to be deposit by successful bidder)
- h) **Percentage, if any, to be deducted from bills:** Nil
- i) **Deadline for Submission of Bids along with time:** 07 June 2018 (1200 hrs)
- j) **Venue, Time, and Date of bid Opening:-** Conference Room, Cadet College Larkana,
07 June 2018 (1300 hrs)
- k) **Time for Completion from written order of commence:-** Contract for One Year
- l) **Liquidity damages:** Rs.5,000/- (Rs.200/- per day of delay)
- m) **Deposit Receipt No: Date: Amount:** (in words and figures)
- n) The bids shall be accompanied by copies of the following:-
- (1) CNIC
 - (2) NTN & STN / GST Registration certificate
 - (3) Last three years income tax returns
 - (4) Relevant experience of at least three years in similar institutions
 - (5) Proof of minimum turn over equal to at least 50% of estimated cost of tender during last three years.

Principal
Cadet College Larkana

Conditions of Contract

Clause – 1: Commencement & Completion Dates for Handing/Taking over of the contract

- a. The bidders shall not enter upon or commence any portion or work except with the written authority and instruction of the Officer-in-charge or of in subordinate-in-charge of the contract. Failing such authority the bidder shall have no claim to ask for any claim for damages etc., whatsoever.
- b. The contractor shall proceed with the procurement process with due expedition and without delay and carry on the assignment in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good results during the execution of the work/contract, contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorate basis.
- c. **The contractor/supplier shall be bound to provide all the required items at the campus as and when demanded for which no separate conveyance, loading and unloading charges to be provided.**
- d. **The contractor/supplier shall be bound to supply all the items during the period of contract as per quoted rates and shall arrange to supply all items in good condition and proper quality and quantity at the campus/stores of this institution.**

Clause- 2: Liquidated Damages. The supplier shall pay liquidated damages to the Cadet College Larkana at the cost of the item as he is responsible to supply the items at the campus in good quality and quantity.

Clause- 3: Termination of the Contract. In case of abandonment of the contract owing to the serious illness or death of the contractor, the contractor shall nominate a person to supervise the land, failing which, the Principal/PD, shall rescind the contract, and in this case the security deposit of the contractor shall stand forfeited and the absolutely at the disposal of the College. It is also hereby declared and agreed upon that in the event of the default by the contractor in the observance of any of the terms and conditions mentioned heretofore, it shall be lawful for the Principal/Project Director Cadet College Larkana for forfeit full security deposit or part thereof, and cancel the agreement and bring the contractor on the black list. The action shall not be challenged in any Court of Law.

Clause- 4: Cost of Conveyance, Loading and unloading etc. The supplier shall be bound to pay the conveyance, loading and unloading charges for the supply of the items as per attached annexure.

Clause- 5: Condition of the Items. All items shall be supplied in good condition and as per required quantity

Clause- 6: Taxes. The contractor will bear all kinds of taxes applicable as per tax laws.

Clause 7: Demands for the Supply. The supplier shall arrange to present himself (or his representative) in the campus at least once a week

Clause 8: Payments. The payments shall be made to the contractor after proper scrutiny of the bills, completion of codal formalities and necessary approvals. Normal period for payment of bills shall be at least one month.

Clause 9: Inspection of Operations. The officer-in-charge and his subordinates, shall at all reasonable times have access to the supplies for supervision and inspection of supplied items, quality of services, provision of quantity.

Clause 10: Risks. The supplier shall be responsible for all risks of loss of or damage to physical property of facilities or related services at the premises and or personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion of contract, final or otherwise, the contractor shall make good the same at his own expense, or in default the Engineer may cause the same to be made good by other workmen, and deduct the expense from security deposit lying with the Cadet College Larkana.

Clause 11: Measures for prevention of fire and other safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass or shall not alter/amend the college property without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause 12: Sub-contracting. The contractor shall not sublet the contract without written approval of the Principal/PD, Cadet College Larkana, failing which the Principal & Project Director may rescind the contract and the security deposit of the contractor shall thereupon stand forfeited.

Clause 13: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, the decision of the Principal/PD, Cadet College Larkana, conclusive and binding on the contractor upon all questions relating to any claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract, instructions, orders or these conditions or otherwise concerning the works, or the execution, of failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause 14: Site Clearance. After delivery of the items at central store, it would be responsibility of the supplier to clear the extra garbage if any enclosed with the items.

Clause 15: Financial Assistance is not allowed.

Clause 16: Refund of Security Deposit /Retention Money. On completion of the contract for the purpose of refund of Security Deposit to the contractor from the last date on which the contract is completed, the contractor shall submit his written request to competent authority and shall generate a clearance form from all the sections of the institution for no dues and consequently after submission of the clearance form, the security deposit lodged by a supplier shall be refunded to him after the expiry of three months from the date on which the contract is completed.

Note: Detailed description of the supply items with quantity at attached at annexure - A.

Contractor

**Officer-in-Charge/
Admin Officer**

Name _____

Address _____

CNIC No. _____

**Principal/PD,
Cadet College Larkana**

Cadet College Larkana

TERMS AND CONDITIONS FOR SUPPLY OF MISCELLANEOUS ITEMS

1. The contractor shall be bound to provide all items as and when demanded by the college after issuance of supply order by the authorized officer.
2. That the contractor will be bound to strictly adhere to the following terms and conditions :-
 - a. The supplier shall arrange to supply the items in good quality and as per required quantity at the central store of the Cadet College Larkana for which no any extra conveyance, travelling, loading and unloading charges shall be paid.
 - b. The supplier shall deposit Rs.100,000/- as security deposit. The same will be refunded after three months of the satisfactory completion of the agreement, i.e., one year if the contract period is not extended.
 - c. The supplier shall charge the amount as offered in the bill of quantities inclusive of all taxes and no extra payment shall be made in the shape of taxes etc.
3. The contract shall not be sublet without the written approval of the Principal/PD, failing which the Principal/PD may rescind the contract, and the security deposit of the contractor shall thereupon stand forfeited.
4. In case of abandonment of the contract for any cause excepting death of the contractor, the Principal/PD Cadet College Larkana shall have power to rescind the contract, and in that case the security deposit shall stand forfeited and be absolutely at the disposal of the college. While, in case of demise of the contractor the security deposit shall be refunded in favour of the nominee nominated by the supplier.
5. The contract shall be valid for one year initially. The same could, however, be extended to three years with minimum 10% increase in rent and maximum to mutual consent. The contract may be terminated any time, if work of the contractor is found unsatisfactory and shall not be challenged in any court of law.
6. It is also hereby decided and agreed upon that, in the event of the default by the contractor in the observance of any of the terms and conditions mentioned heretofore, it shall be lawful for the Principal and Project Director, Cadet College Larkana to forfeit full security deposit, or part thereof, and cancel the agreement and bring the contractor on the blacklist of Cadet College Larkana.
7. The contractor shall be responsible to make the supply within given time frame in case of delay the competent authority can impose a one time penalty maximum to Rs.5000/-.
8. No rate shall be charged in excess to the bill of quantities.
9. The supplier shall be required to provide all the as per approved specifications mentioned in Bill of quantities.
10. The supplier shall adhere to all the terms and conditions mentioned above and in the tender documents, duly signed by the contractor.
11. In case of willful default, contract may be cancelled at 15 day notice.
12. In case of cancellation of contract, the contractor shall be blacklisted.
13. This shall not be challenged in any court of law.

Admin. Officer

Countersigned by

Contractor/Supplier

Principal & Project Director

Cadet College Larkana

BILL OF QUANTITIES

Name of Work & Description : Supply of Miscellaneous Items

Separate sheet attached at annexure – A

Contractor

**Officer-in-Charge/
Admin Officer**

Name _____

Address _____

CNIC No. _____

**Principal/PD,
Cadet College Larkana**

Cadet College Larkana

Schedule of Miscellaneous Items

Sr.#	Item	Description		Unit	Estimated Qty	Rate per Unit	Total
1	Phenyl	Finis (3 Ltr)	or Equivalent	Per Dozen	80		
2	Finis	Finis 400 ml	or Equivalent	Per Dozen	80		
3	Sweep Acid	Says 600 ml	or Equivalent	Per Dozen	80		
4	Surf	Bonus 500 g	or Equivalent	Per Dozen	40		
5	Spray Pump	Tyfon Large size	or Equivalent	Per Dozen	25		
6	Pochi (Thread)	Cotton	or Equivalent	Per Dozen	35		
7	Wiper	Jazz company	or Equivalent	Per Dozen	35		
8	Dusting Cloth	Malmal	or Equivalent	Per Mtr	1000		
9	Phenyle Tab:	Open	or Equivalent	01 Gros	100		
10	Pressure Brush	Plastic	or Equivalent	Per Dozen	20		
11	W.C Brush	Plastic	or Equivalent	Per Dozen	20		
12	Tissue paper	Rose Petal	or Equivalent	Per Pkt	150		
13	Vim	Lemon Max 500 g	or Equivalent	Per Bag	50		
14	Hand Torch	Sogo Shikari JPN 8880 (220-240 V ~ 50/60 Hz)	or Equivalent	Per No.	24		
15	Mike	Standard	or Equivalent	Per No.	20		
16	Mike Battery	Power Plus (9 w)	or Equivalent	Per Pkt	25		
17	Radiator Water (for Generator)	Coolant 1 Ltr	or Equivalent	Per Ltr	50		
18	Lime	Open	or Equivalent	Per mand	100		
19	Inter Lock	Standard	or Equivalent	Per No.	50		
20	China Lock	2"	or Equivalent	Per No.	50		
21	Bucket	Middle size Plastic	or Equivalent	Per No.	52		
22	Mugs	2 Ltr	or Equivalent	Per No.	50		
23	Lota	2 Ltr	or Equivalent	Per No.	50		
24	Spade	Iron Standard	or Equivalent	Per No.	20		
25	Remote Cell	Power Plus 'AAA'	or Equivalent	Per Pkt	20		
27	Wall Clock Cell	Power Plus 'AAA'	or Equivalent	Per Pkt	40		
28	Brasso Metal Polish 200 ml	Reckitt & Colman Pakistan	or Equivalent	Per No.	20		

Contractor

Member Procurement Committee

Chairman Procurement Committee

Tender Documents
For Supply of Uniforms Items:

Instruction to Bidders/ Procuring Agencies.

General Rules and Direction for the Guidance of Contractors.

This section of the bidding documents should provide the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Cadet College Larkana. It should also give information on bid submission, opening and evaluation, and on the award of contract.

Matters governing the performance of the Contract or payments under the Contract, or matters affecting the risks, rights, and obligations of the parties under the Contract are included as Conditions of Contract and *Contract Data*.

The *Instruction to Bidders* will not be part of the Contract and will cease to have effect once the contract is signed.

1. All work proposed to be executed by contract has been notified in a form of Notice Inviting Tender (NIT)/Invitation for Bid (IFB) hoisted on website of Authority and Procuring Agency and also in printed media as per rules.
2. NIT States description of the work, dates, time and place of issuing, submission, opening of bids, completion time, cost of bidding document and bid security either in lump sum or percentage of Estimated Cost/Bid Cost. The interested bidder must have valid NTN/STN also.
3. Contents of Bidding Documents include but not limited to : Conditions of contract, Contract Data, specifications or its reference, Bill of Quantities containing description of items with scheduled / item rates with premium to be filled in form of percentage above/below or on item rates to be quoted, Form of Agreement and drawings.
4. **Fixed Price Contracts:** The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.
5. The Cadet College Larkana shall have right of rejecting all or any of the tenders as per provisions of SPP Rules 2010.
6. **Conditional Offer:** Any person who submits a tender shall fill up the usual printed form stating at what percentage above or below on the rates specified in bill of Quantities for items of work to be carried out: he is willing to undertake the work and also quote the rates for those items which are based on market rates. Only one rate of such percentage, on all the Scheduled Rates shall be framed. Tenders, which propose any alternative in the works specified in the said form of invitation to tender or in the time allowed for carrying out the work, or which contain any other conditions, will be liable to rejection. No printed form of tender shall include a tender for more than one work, but if contractor wish to tender for two or more works, they shall submit a separate tender for each.
7. The envelope containing the tender documents shall refer the name and number of the work.
8. All works shall be measured by standard instruments according to the rules.
9. Bidders shall provide evidence of their eligibility as and when requested by this institution.

10. Any bid received by the institution after the deadline for submission of bids shall be rejected and returned unopened to the bidder.

11. Prior to the detailed evaluation of bids, the Cadet College Larkana will determine whether the bidder fulfills all codal requirements of eligibility criteria given in the tender notice such as registration with tax authorities, registration with PEC (where applicable), turnover statement, experience statement, and any other condition mentioned in the NIT and bidding document. If the bidder does not fulfill any of these conditions, it shall not be evaluated further.

12. Bid without bid security of required amount and prescribed form shall be rejected.

13. Bids determined to be substantially responsive shall be checked for any arithmetic errors. Arithmetical errors shall be rectified on the following basis;

- (A) **In case of schedule rates**, the amount of percentage quoted above or below will be checked and added or subtracted from amount of bill of quantities to arrive the final bid cost
- (B) **In case of item rates**, If there is a discrepancy between the unit rate and the total cost that is obtained by multiplying the unit rate and quantity, the unit rate shall prevail and the total cost will be corrected unless in the opinion of the authority there is an obvious misplacement of the decimal point in the unit rate, in which case the total cost as quoted will govern and the unit rate corrected. If there is a discrepancy between the total bid amount and the sum of total costs, the sum of the total costs shall prevail and the total bid amount shall be corrected.
- (C) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

Contract / Bidding Data

- a) **Name of Procuring Agency** Cadet College Larkana
- b) **Brief Description of Works** Supply of Miscellaneous Items (Details attached at Annex-A)
- c) **Procuring Agency's Address:-** Near Moenjodaro Taluka Dokri District Larkana
- d) **Estimated cost:-** Rs.9,680,000/-
- e) **Amount of Bid Security:-** 2% of the total bid amount
- f) **Period of Bid Validity (days):** 60 days
- g) **Security Deposit / Earnest Money:** 3% of Bid Amount
(to be deposit by successful bidder)
- h) **Percentage, if any, to be deducted from bills:** Nil
- i) **Deadline for Submission of Bids along with time:** 07 June 2018 (1200 hrs)
- j) **Venue, Time, and Date of bid Opening:-** Conference Room, Cadet College Larkana,
07 June 2018 (1300 hrs)
- k) **Time for Completion from written order of commence:-** Contract for One Year
- l) **Liquidity damages:** Rs.5,000/- (Rs.200/- per day of delay)
- m) **Deposit Receipt No: Date: Amount:** (in words and figures)
- n) The bids shall be accompanied by copies of the following:-
- (1) CNIC
 - (2) NTN & STN Registration certificate
 - (3) Last three years income tax returns
 - (4) Relevant experience of at least three years in similar institutions
 - (5) Proof of minimum turn over equal to at least 50% of estimated cost of tender during last three years.

Principal
Cadet College Larkana

Conditions of Contract

Clause – 1: Commencement & Completion Dates for Handing/Taking over of the contract

- a. The bidders shall not enter upon or commence any portion or work except with the written authority and instruction of the Officer-in-charge or of in subordinate-in-charge of the contract. Failing such authority the bidder shall have no claim to ask for any claim for damages etc., whatsoever.
- b. The contractor shall proceed with the procurement process with due expedition and without delay and carry on the assignment in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor. And further to ensure good results during the execution of the work/contract, contractor shall be bound, in all in which the time allowed for completion of any work exceeds one month, to achieve progress on the prorata basis.
- c. **The contractor/supplier shall be bound to provide all the required items at the campus as and when demanded for which no separate conveyance, loading and unloading charges to be provided.**
- d. **The contractor/supplier shall be bound to supply all the items during the period of contract as per quoted rates and shall arrange to supply all items in good condition and proper quality and quantity at the campus/stores of this institution.**

Clause- 2: Liquidated Damages. The supplier shall pay liquidated damages to the Cadet College Larkana at the cost of the item as he is responsible to supply the items at the campus in good quality and quantity.

Clause- 3: Termination of the Contract. In case of abandonment of the contract owing to the serious illness or death of the contractor, the contractor shall nominate a person to supervise the land, failing which, the Principal/PD, shall rescind the contract, and in this case the security deposit of the contractor shall stand forfeited and the absolutely at the disposal of the College. It is also hereby declared and agreed upon that in the event of the default by the contractor in the observance of any of the terms and conditions mentioned heretofore, it shall be lawful for the Principal/Project Director Cadet College Larkana for forfeit full security deposit or part thereof, and cancel the agreement and bring the contractor on the black list. The action shall not be challenged in any Court of Law.

Clause- 4: Cost of Conveyance, Loading and unloading etc. The supplier shall be bound to pay the conveyance, loading and unloading charges for the supply of the items as per attached annexure.

Clause- 5: Condition of the Items. All items shall be supplied in good condition and as per required quantity

Clause- 6: Taxes. The contractor will bear all kinds of taxes applicable as per tax laws.

Clause 7: Demands for the Supply. The supplier shall arrange to present himself (or his representative) in the campus at least once a week

Clause 8: Payments. The payments shall be made to the contractor after proper scrutiny of the bills, completion of codal formalities and necessary approvals. Normal period for payment of bills shall be at least one month.

Clause 9: Inspection of Operations. The officer-in-charge and his subordinates, shall at all reasonable times have access to the supplies for supervision and inspection of supplied items, quality of services, provision of quantity.

Clause 10: Risks. The supplier shall be responsible for all risks of loss of or damage to physical property of facilities or related services at the premises and or personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion of contract, final or otherwise, the contractor shall make good the same at his own expense, or in default the Engineer may cause the same to be made good by other workmen, and deduct the expense from security deposit lying with the Cadet College Larkana.

Clause 11: Measures for prevention of fire and other safety measures. The contractor shall not set fire to any standing jungle, trees, bush-wood or grass or shall not alter/amend the college property without a written permit from the Executive Engineer. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause 12: Sub-contracting. The contractor shall not sublet the contract without written approval of the Principal/PD, Cadet College Larkana, failing which the Principal & Project Director may rescind the contract and the security deposit of the contractor shall thereupon stand forfeited.

Clause 13: Disputes. All disputes arising in connection with the present contract, and which cannot be amicably settled between the parties, the decision of the Principal/PD, Cadet College Larkana, conclusive and binding on the contractor upon all questions relating to any claim, right, matter, or thing whatsoever in any way arising out of, or relating to the contract, instructions, orders or these conditions or otherwise concerning the works, or the execution, of failure to execute the same, whether arising, during the progress of the work, or after the completion or abandonment thereof.

Clause 14: Site Clearance. After delivery of the items at central store, it would be responsibility of the supplier to clear the extra garbage if any enclosed with the items.

Clause 15: Financial Assistance is not allowed.

Clause 16: Refund of Security Deposit /Retention Money. On completion of the contract for the purpose of refund of Security Deposit to the contractor from the last date on which the contract is completed, the contractor shall submit his written request to competent authority and shall generate a clearance form from all the sections of the institution for no dues and consequently after submission of the clearance form, the security deposit lodged by a supplier shall be refunded to him after the expiry of three months from the date on which the contract is completed.

Note: Detailed description of the supply items with quantity at attached at annexure - A.

Contractor

**Officer-in-Charge/
Admin Officer**

Name_____

Address_____

CNIC No._____

**Principal/PD,
Cadet College Larkana**

Cadet College Larkana

TERMS AND CONDITIONS FOR SUPPLY OF UNIFORM ITEMS

1. The contractor shall be bound to provide all items as and when demanded by the college after issuance of supply order by the authorized officer.
2. That the contractor will be bound to strictly adhere to the following terms and conditions :-
 - a. The supplier shall arrange to supply the items in good quality and as per required quantity at the central store of the Cadet College Larkana for which no any extra conveyance, travelling, loading and unloading charges shall be paid.
 - b. The supplier shall deposit Rs.300,000/- of contract value as security deposit. The same will be refunded after three months of the satisfactory completion of the agreement, i.e., one year if the contract period is not extended.
 - c. The supplier shall charge the amount as offered in the bill of quantities inclusive of all taxes and no extra payment shall be made in the shape of taxes etc.
3. The contract shall not be sublet without the written approval of the Principal/PD, failing which the Principal/PD may rescind the contract, and the security deposit of the contractor shall thereupon stand forfeited.
4. In case of abandonment of the contract for any cause excepting death of the contractor, the Principal/PD Cadet College Larkana shall have power to rescind the contract, and in that case the security deposit shall stand forfeited and be absolutely at the disposal of the college. While, in case of demise of the contractor the security deposit shall be refunded in favour of the nominee nominated by the supplier.
5. The contract shall be valid for one year initially. The same could, however, be extended to three years with minimum 10% increase in rent and maximum to mutual consent. The contract may be terminated any time, if work of the contractor is found unsatisfactory and shall not be challenged in any court of law.
6. It is also hereby decided and agreed upon that in the event of the default by the contractor in the observance of any of the terms and conditions mentioned heretofore, it shall be lawful for the Principal and Project Director, Cadet College Larkana to forfeit full security deposit, or part thereof, and cancel the agreement and bring the contractor on the blacklist of Cadet College Larkana.
7. The contractor shall be responsible to make the supply within given time frame in case of delay the competent authority can impose a one time penalty maximum to Rs.5000/-.
8. No rate shall be charged in excess to the bill of quantities.
9. The supplier shall be required to provide all the as per approved specifications mentioned in Bill of quantities.
10. The supplier shall adhere to all the terms and conditions mentioned above and in the tender documents, duly signed by the contractor.
11. In case of willful default, contract may be cancelled at 15 day notice.
12. In case of cancellation of contract, the contractor shall be blacklisted.
13. This shall not be challenged in any court of law.

Admin. Officer

Contractor/Supplier

Countersigned by

Principal & Project Director

Cadet College Larkana

BILL OF QUANTITIES

Name of Work & Description: Supply of Uniform Items

Separate sheet attached at annexure – A

Contractor

**Officer-in-Charge/
Admin Officer**

Name _____

Address _____

CNIC No. _____

**Principal/PD,
Cadet College Larkana**

Cadet College Larkana

Schedule of Uniforms Items

S.No.	Item	Description		Unit	Estimated Quantity	Per Rate	Total Amount
1	Gray Trousers	Iqbal Cloth	or Equivalent	No.	1026		
2	Khaki Uniform	Rauf Cloth	or Equivalent	Pair	1000		
3	White Shirt (Full sleeves)	K.T 1000	or Equivalent	No.	300		
4	White Shorts	Max Pollster	or Equivalent	No.	300		
5	Service Belt (Olive)	Army Pattern	or Equivalent	No.	300		
6	Beret (Maroon and Green)	Muhammadi	or Equivalent	No.	1026		
7	White / Olive Green Belt	Army Pattern	or Equivalent	No.	1026		
8	Formation Sign	Embroidery	or Equivalent	No.	1026		
9	Handkerchief (White)	Zeeko China	or Equivalent	No.	300		
10	Beret Badge	Mettle	or Equivalent	No.	300		
11	Shoulder Title	Mettle	or Equivalent	Pair	300		
12	Shoulder Patties (college)	Blazer Cloth	or Equivalent	Pair	1026		
13	Shoulder Patties (House)	Blazer Cloth	or Equivalent	Pair	300		
14	Plumes	Super Qualities	or Equivalent	No.	1026		
15	Name Plates	Plastic	or Equivalent	No.	1026		
16	Neck Tie (Colour)	Lords	or Equivalent	No.	300		
17	Track Suit	Miroot well imported	or Equivalent	No.	300		
18	Anklet	White Lawn	or Equivalent	Pair	300		
19	Swimming Costume	Imported	or Equivalent	Pair	300		
20	Sports Vest (House) Colour	Welcome	or Equivalent	No.	300		
21	Oxford Shoes (Don Carlos)	Services	or Equivalent	Pair	300		
22	DMS Shoes	Askari Made	or Equivalent	Pair	300		

S.No.	Item	Description		Unit	Estimated Quantity	Per Rate	Total Amount
23	P.T Shoes (Cheetah)	Services	or Equivalent	Pair	300		
24	Black / Nylon Belt (College Monogram)	Nylon with Moon	or Equivalent	No.	300		
25	Socks Black / White / Khaki	Don sons	or Equivalent	Pair	1026		
26	School Bag (Satchel)	Iqbal Cloth	or Equivalent	No.	300		
27	Waist Coat (Black)	Iqbal Cloth	or Equivalent	No.	300		
28	White Towel Large 27/54	Export Quality	or Equivalent	No.	300		
29	Color Dopes white	Mettle Embroidery	or Equivalent	Pair	1026		
30	Pak Flag Badge	as per Specimen	or Equivalent	No.	1026		
31	Bed Sheets with College Monogram	Single Bed Cotton Cloth	or Equivalent	No.	300		
32	Scarf (White Colour)	Hand Med	or Equivalent	No.	1026		
33	Cufflink	Mettle with Logo	or Equivalent	Pair	1026		
34	Key Chain	Mettle with Logo	or Equivalent	No.	1026		
35	T-shirt with name tag	Welcome	or Equivalent	No.	1026		
36	Traveling Bag	China With Logo	or Equivalent	No.	300		
37	Coat Badge	Metal with Logo	or Equivalent	No.	1026		
38	Blazer	Calliford	or Equivalent	No.	100		
39	Blue Jersey (Made by Oxford)	College Mono	or Equivalent	No.	315		
40	Craft Needle	or Equivalent	No.	300			

Grand Total _____

**Chairman Procurement
Committee**

Contractor

Chairman Procurement Committee