

Bidding Document

Procurement of Fog Cannon Machines with Allied Equipment, Installation and Commissioning for Project “*Punjab Smog Mitigation and Response Initiative - Airsafe*” for Environment Protection and Climate Change Department

**Procurement is Governed Under Arrangement of “Urgency”
Vide PPRA Rule 59 (d) (iv)**

FOR YR-2024-25

Bid Reference No. _____

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SECTION-I: INVITATION TO BID

Procurement of Fog Cannon Machines with Allied Equipment, Installation and Commissioning for Project “Punjab Smog Mitigation and Response Initiative - Airsafe” for Environment Protection and Climate Change Department

Environment Protection and Climate Change Department (**EP&CCD**) invites Sealed Bids from the eligible Bidder (as per bidding document) for **Project Punjab Smog Mitigation and Response Initiative – AirSafe** i.e. firms/companies/sole proprietor/ general order/Manufacturers/authorized dealers/ Bidder/ Joint Ventures is allowed for supply of fog machines with allied equipment. Procurement is being governed under PPRA Rules-2014, 59 (d) (iv).

Bidding Document is enclosed herewith as free of cost for submission of bid as per the Specification Section-III, terms and conditions of the Request for Bid document. The detail of estimated cost along with required Bid Security is as under:

Sr.	Description of Equipment's/Requirement	Number of Unit	Estimated cost Rs.	Bid Security 1% of estimated Cost (Rs)
1	Supply of Fog cannon machines with allied equipment specification as defined in SECTION-III	15	1,200,000,000	12,000,000

Bids must be delivered to the address below on or before **March 17th, 2025 12:00 hours**. All Bids must be accompanied by a Bid Security as provided in the above table against the estimated price in the form of CDR/Bank Guarantee / Demand Draft / Pay Order in the name of **SECTION OFFICER GENERAL DRAWING AND DISB (Environment Protection and Climate Change Department, PUNJAB)** along with technical bid. Late Bids shall be rejected. Technical Bids will be opened on the same day at **12:30 hours** in the presence of the Bidder's representatives who may choose to be present at the address below. Interested eligible Bidder may obtain further information from **EP&CCD** at the address given below during working days, *within office hours*. This document will also be available at <https://epd.punjab.gov.pk/>.

The Bids shall be received as per single stage two envelope method.

EP&CCD will not be responsible for any cost or expense incurred by Bidder in connection with the preparation or delivery of Bids. In case of official holiday on the day of submission, next day will be treated as closing date. **EP&CCD** reserves the right to reject all bids and to annul the bidding process as per PPRA Rule – 35 (1).

Secretary
Environment Protection & Climate Change Department
Government of the Punjab

Gate No. 8, National Hockey Stadium, Gaddafi Stadium, Ferozpur Road,
Lahore, Phone: 042-99232225 Email: secy.epd@punjab.gov.pk

Section-II: Instructions to Bidders (ITB)

Note:- All the procurement procedures shall be conducted in accordance with Punjab Procurement Authority Act-2009 and Punjab Procurement Rules-2014. In case of any conflict between the provision of this document and PPRA Act-2009/ PPRA Rules-2014, the later shall prevail. Machinery / Equipment are procured under Rule 59 (d) (iv), being urgent requirement.

2.1. Introduction

2.1.1 Scope of Bid

The Procuring Agency (PA), as indicated in the Bid Data Sheet (BDS), invites Bids for the provision of Goods as specified in the Section-III - Technical Specifications, Section-IV Bid Data Sheet (BDS) and Section VII- Schedule of Requirements. The successful Bidders will be expected to deliver, install/ commissioning) the goods within the specified period and timeline(s) as stated in the BDS.

2.1.2 Source of Funds

i) The Procuring Agency named in the Bid Data Sheet has received budget from the Government of Punjab. The Procuring Agency intends to apply the provided funds/ a portion of this budget to make eligible payments under the contract for which the Invitation to bids has been issued.

2.1.3 Eligible Bidders

- i) The Invitation to Bids is open to all Bidder i.e. association of firms/companies/sole proprietor/ general order Bidder/ JVs, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.) except as provided hereinafter.
- ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consultancy services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation to Bids [if applicable].
- iii) Government-owned enterprises may participate only if they are duly/legally authorized in this regard by the respective/relevant competent forum/authority.
- iv) Bidders shall not be under a declaration of blacklisting by the Procuring Agency.
- v) In the case of a Joint Venture, Consortium, or Association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The Joint Venture, Consortium, or Association shall nominate a Lead

Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract.

[Detail given in the Data Sheet of Bidding Document].

- vi) The appointment of Lead Member in the Joint Venture, Consortium, or Association shall be confirmed by submission of a valid JV or Consortium agreement to the Procuring Agency.
- vii) Any agreement that form a Joint Venture, Consortium or Association shall be required to be submitted as part of the Bid and shall be attested.
- viii) Any bid submitted by the Joint Venture, Consortium or Association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated or post qualified with respect to its contribution only and the responsibilities of each party and shall not be substantially altered without prior written approval of the Procuring Agency and in line with any instructions issued by the Authority.
- ix) The invitation for Bids is open to all prospective Bidders, Manufacturers or Authorized Agents/Dealers/Distributors subject to any provisions or licensing/regulatory requirements issued by the respective National/ Provincial Professional Statutory Body established for that particular trade or business as mentioned in bid data sheet.
- x) A Bidders shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be non-responsive. A Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they:
 - a) Are associated or have been associated for the procurement of the goods to be purchased under this Invitation for Bids, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used.
 - b) Have controlling shareholders in common; or

- c) Receive or have received any direct or indirect subsidy from any of them; or
 - d) Have the same legal representative for purposes of this Bid; or
 - e) Have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidders, or influence the decisions of the Procuring Agency regarding this Bidding process; or
- xii) A Bidders may be ineligible if –
- (a) The Bidders is declared bankrupt or, in the case of company or firm, insolvent;
 - (b) Payments in favor of the Bidders is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the national laws, in the total or partial loss of the right to administer and dispose of its property;
 - (c) Legal proceedings are established against such Bidders involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;
 - (d) The Bidders is convicted, by a final judgment, of any offence involving professional conduct;
 - (e) The Bidders is debarred and blacklisted due to involvement in corrupt and fraudulent practices in accordance with the provision of section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.
 - (f) The Bidders is debarred and blacklisted in general (i.e. to the extent of all public procurement) due to consistent performance failure in accordance with the section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014.

- (g) The firm, Bidders is blacklisted/ debarred by any international organization.
- xiii) Bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.
- xiv) Bidders shall provide such evidence of their continued eligibility satisfactory to the Procuring Agency, as the Procuring Agency shall reasonably request.
- xv) Bidders shall submit proposals relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten percent of the Bid price is envisaged.

2.1.4 Eligible Goods and Services

- i) All goods and related services to be supplied under the Contract shall have their origin in eligible source countries, defined in the *Bid Data Sheet (BDS/Technical Specification)*, and all expenditures made under the contract will be limited to such goods and related services.
- ii) For purposes of this clause, “origin” means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product is obtained that is substantially different in basic characteristics or in purpose or utility from its components.
- iii) The origin of goods and services is distinct from the nationality of the Bidders. *In any case, the requirements of Rules 10 & 26 of PPR-14, shall be followed.*

2.1.5 Cost of Bidding

- i) The Bidders shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as “the Procuring Agency,” will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.

2.1.6 One person one bid

- i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidders shall submit only one Bid in the same bidding process, either individually as a Bidders or as a member in a joint venture or any similar arrangement.

- ii) No Bidders can be a sub-Bidders while submitting a Bid individually or as a member of a joint venture in the same Bidding process.
- iii) A Bidders, if acting in the capacity of sub-Bidders in any Bid, shall not submit bid for the same.

2.2. The Bidding Documents

2.2.1. Content of Bidding Documents

- i) The goods required, Bidding procedures, and contract terms are prescribed in the Bidding documents. The Bidding documents, inter alia, include:
 - i. Invitation to Bids
 - ii. Instructions to Bidders (ITB)
 - iii. Technical Specifications
 - iv. Bid Data Sheet
 - v. General Conditions of Contract (GCC)
 - vi. Special Conditions of Contract (SCC)
 - vii. Schedule of Requirements
 - viii. Forms
 - ix. Check List
- ii) The Bidders is required to examine all instructions, forms, terms, and specifications in the Bidding documents. Failure to furnish all information as required by the Bidding documents or to submit a Bid not responsive to the Bidding documents in every respect will be at the Bidders's risk and may result in the rejection of its Bid.
- iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in **ITB 2.2.1 (i)** above, the said Bidding Documents, not in conflict with any provision of PPR-14, will take precedence.
- iv) The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Procuring Agency or from its website or website of PPRA. Re-confirming from the Procuring Agency that all pages/ contents have been properly and clearly received is the prime responsibility of the Bidders.

2.2.2. Clarification of Bidding Documents

- i) A prospective Bidders requiring any clarification of the Bidding documents may notify the Procuring Agency in writing or by email at the Procuring Agency's address indicated in Invitation to Bid/ Tender Notice/

Advertisement. The Procuring Agency will respond in writing to any request for clarification of the Bidding documents which before the deadline for the submission of Bids prescribed in the Bid Data Sheet. Written copies of the Procuring Agency's response (including an explanation of the query but without identifying) will be sent to all prospective Bidders that have received the Bidding documents.

- ii) A prospective Bidders requiring any clarification of the Bidding Documents may notify the Procuring Agency in writing or in electronic form that provides record of the content of communication at the Procuring Agency's address indicated in the **BDS**.
- iii) The Procuring Agency will within three (3) working days after receiving the request for clarification, respond in writing prior to the deadline for the submission of Bids. As prescribed in **ITB 2.2.2 (i), above**. However, this clause shall not apply in case of alternate methods of Procurement.
- iv) Copies of the Procuring Agency's response will be uploaded on the website of procuring agency on given date and forwarded to identified Prospective Bidders through an expeditious identified source of communication, e.g.: e-mail etc., including a description of the inquiry, but without identifying its source.
- v) Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under **ITB 2.2.3**.
- vi) If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents.
- vii) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Bidders who have obtained the Bidding Documents and by uploading same on the website of the procuring agency. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to **ITB 2.2.3**. Non-attendance at the pre-Bid meeting will not

2.2.3. Amendment of Bidding Documents

- be a cause for disqualification of a Bidders.
- i) At any time prior to the deadline for submission of Bids, but not later than three (3) days before the closing date of the submission of Bid, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidders, may modify the Bidding documents by amendment. Any such change/amendment in the Bidding documents shall be provided in a timely manner, preferably through electronic means also, not later than three (3) days, and on equal opportunity basis as per Rule-25(3) OR Rule 25(4) of PPR-14 as the case may be.
 - ii) In order to allow prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of Bids, as per rule 29 of PPR-14, in the manner similar to the original advertisements, so as to avoid any inconvenience and to doubly ensure level playing field for all prospective Bidders.

2.3. Preparation of Bids

2.3.1. Language of Bid

- i) The Bid prepared by the Bidders, as well as all correspondence and documents relating to the Bid exchanged by the Bidders and the Procuring Agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidders may be in same language.

2.3.2. Bid Form

- i) The Bidders shall complete the Bid Form and the appropriate Price Schedule (Financial Bid) furnished in the Bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

2.3.3. Bid Prices

- i) The Bidders shall indicate on form 8.10 the unit prices and Total Bid Price of the goods it proposes to supply under the contract. Bidders shall quote rate for complete Price Bid Schedule, partially / conditionally filled Price Schedule will not be acceptable and will lead to non-responsiveness of the Bidders.
- ii) Prices indicated in the Price Schedule shall be evaluated on the basis of Total Bid Price
- iii) The Bidders's separation of price components in accordance with ITB Clause 2.3.3(ii) above will be solely

for the purpose of facilitating the comparison of Bids by the Procuring Agency and will not in any way limit the Procuring Agency's right to contract on any of the terms offered.

- iv) Prices quoted by the Bidders shall be fixed during the Bidders's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A Bid submitted with an **adjustable price quotation** will be treated as non-responsive and may be rejected.

2.3.4. Bid Currencies

- i) Prices shall be quoted in **Pak Rupees** for local/DDP for machinery / equipment unless otherwise specified in the Bid Data Sheet.

2.3.5. Documents Establishing Bidders's Eligibility and Qualification

- i) Pursuant to ITB Clause 2.1.3, the Bidders shall furnish, as part of its Bid, documents establishing the Bidder's eligibility to Bid and its qualifications to perform the contract if its Bid is accepted.
- ii) The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidders, at the time of submission of its Bid, is eligible as defined under ITB Clause 2.1.3.
- iii) The documentary evidence, of the Bidder's qualifications to perform the contract if its Bid is accepted, shall establish to the Procuring Agency's satisfaction:
 - (a) that, in the case of a Bidders offering to supply goods under the contract which the Bidders did not manufacture or otherwise produce, the Bidders has been duly authorized by the goods' Manufacturer [*Manufacturer's Authorization form No. 8.3*] or producer to supply the same in Pakistan;
 - (b) that the Bidders has the financial, technical, and production capability necessary to perform the contract;
 - (c) that, in the case of a Bidders not doing business within Pakistan, the Bidders is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Bidder's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and

(d) that the Bidders meets the qualification criteria listed in the Bid Data Sheet.

**2.3.6.
Documents
Establishing
Goods'
Eligibility and
Conformity to
Bidding
Documents**

- i) Pursuant to ITB Clause 2.1.4, the Bidders shall furnish, as part of its Bid, documents establishing the eligibility and conformity to the Bidding documents of all goods and related services which the Bidders proposes to supply under the contract.
- ii) The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule/Financial Bid Form of the country of origin of the goods and services offered which shall be confirmed by a **Certificate of Origin** issued at the time of shipment.
- iii) The documentary evidence of conformity of the goods and services to the Bidding documents may be in the form of literature, drawings, data and shall consist of:
 - (a) a detailed description of the essential technical and performance characteristics of the goods;
 - (b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring Agency; and
 - (c) an item-by-item commentary on the Procuring Agency's Technical Specifications demonstrating **responsiveness** of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.
- iv) For purposes of the commentary to be furnished, the Bidders shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring Agency in its Technical Specifications, are intended to be descriptive only and not restrictive.
- v) Where a sample(s) is required by a procuring agency, the sample shall be:
 - (a) submitted as part of the bid, in the quantities, dimensions and other details requested in the **BDS**;
 - (b) carriage paid;

- (c) received on, or before, the closing time and date for the submission of bids; and
- (d) Evaluated to determine compliance with all characteristics listed in the **BDS**.
{However, the procuring agency may also opt to ask for samples after submission of technical bids (where require)}
- vi) The Procuring Agency may retain the sample(s) of the successful Bidders till the successful delivery of the goods. A Procuring Agency may reject the Bid if the sample(s)-
 - (a) do(es) not conform to all characteristics prescribed in the bidding documents; and
 - (b) is/are not submitted within the specified time clearly mentioned in the Bid Data Sheet.
- vii) Where it is not possible to avoid using a propriety article as a sample, a Bidders shall make it clear that the propriety article is displayed only as an example of the type or quality of the goods being Bided for, and that competition shall not thereby be limited to the extent of that article only.
- viii) Samples made up from materials supplied by a Procuring Agency shall not be returned to a Bidders nor shall a Procuring Agency be liable for the cost of making them.
- ix) All samples produced from materials belonging to an unsuccessful Bidders may be kept by the Procuring Agency till thirty (30) days from the date of award of contract or exhaust of all the grievance forums (including those pending at Authority's Level or in some Court of Law).
- x) **Pursuant to the requirements as indicated in ITB 2.3.6, the Bidders shall furnish, as part of its Bid, all those documents establishing the eligibility in conformity to the terms and conditions specified in the Bidding Documents for all goods and related services which the Bidders proposes to deliver.**
- xi) The Bidders shall also furnish a list giving full particulars, including available sources and current prices of goods, spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period **specified in the BDS** following commencement of the use of the goods by the Procuring Agency.-
- xii) The required documents and other accompanying

2.3.7. Bid Security

documents must be in English. In case any other language than English is used the pertinent translation attested by the embassy in country of manufacturer into English shall be attached to the original version.

- i) The Bidders shall furnish, as part of its Bid, a Bid security in the amount specified in the Bid Data Sheet.
- ii) The Bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause 2.3.8. (vii).
- iii) The Bid security shall be in Pakistan Rupees and shall be in one of the following forms:
 - (a) Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque valid for
() Days, beyond the validity of Bid. *[to be decided by the Procuring Agency keeping in view the time to be taken till award of contract or signing of contract agreement and chances of extension in Bid validity if any. The number of days will be expressed in word and figures].*
- iv) Any Bid not secured in accordance with ITB Clauses 2.3.8 (i) and (ii) may be rejected by the Procuring Agency as non-responsive.
- v) Unsuccessful Bidders' Bid security will be discharged or returned as promptly as possible but not later than () days *[to be inserted by the Procuring Agency in word and figures]* after the expiration of the period of Bid validity prescribed by the Procuring Agency pursuant to ITB Clause 2.3.8 (ii) or along with unopened financial proposal as per rule 38(2)(a)(vii) of PPR-14, which shall take precedence, and is as under:

“38(2)(a)(vii) *the financial proposal of the Bids found technically non-responsive shall be retained unopened and shall be returned on the expiry of the grievance period or the decision of the complaint, if any, filed by the non-responsive Bidders, whichever is later:*

provided that the Procuring Agency may return the sealed financial proposal earlier if the disqualified or non-responsive Bidders, Bidders or consultant submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of the Procuring Agency”.

- vi) The successful Bidders's Bid security will be discharged upon the Bidders signing the contract, pursuant to ITB Clause 2.6.1, and furnishing the Performance Guarantee, pursuant to ITB Clause 2.6.2.
- vii) The Bid security may be forfeited:
 - a. If a Bidders withdraws its Bid during the period of Bid validity specified by the Bidders on the Bid Form; or
 - b. In the case of a successful Bidders, if the Bidders:
 - i. Fails to sign the contract in accordance with ITB Clause 2.6.3; **or**
 - ii. Fails to furnish Performance Guarantee in accordance with ITB Clause 2.6.2; or
 - iii. If the blacklisting proceedings under Section-17A of PPRA Act, 2009 read with Rule-21 of PPR-14 are initiated and the Bidders is declared blacklisted after due process of law.

2.3.8. Period of Validity of Bids

- i) Bids shall remain valid for the period specified in the Bid Data Sheet after the date of Bid opening prescribed by the Procuring Agency. A Bid valid for a shorter period may be rejected by the Procuring Agency as non-responsive.
- ii) In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made in writing (or by email). The Bid security provided under ITB Clause 2.3.8 shall also be suitably extended. A Bidders may refuse the request without forfeiting its Bid security. A Bidders accepting the request will not be required nor permitted to modify its Bid.

2.3.9. Format and Signing of Bid

- i) The Bidders shall prepare an original and the number of copies of the Bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall prevail.
- ii) The Bidders shall authorize a person / person for signing, submission and further correspondence with Procuring Agency on behalf of Bidders. Authority letter must be part of bid. However, in case of any issue Bidders shall be responsible for all consequences.
- iii) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidders or a person duly authorized to bind the Bidders to the contract. All pages of the Bid, shall be signed and stamped by the authorized person.

- iv) Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the authorized person for signing the Bid.
- v) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidders or a person duly authorized to sign on behalf of the Bidders. This authorization shall consist of a written confirmation as specified in the **BDS** and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, shall be signed and stamped by the authorized person.
- vi) Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidders.
- vii) The Bidders shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid and to contract execution if the Bidders is awarded the contract.

2.4. Submission of Bids

2.4.1 Sealing and Marking of Bids

- i) As per Rule 24, the Bidders shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.
- ii) The inner and outer envelopes shall:
 - a. be addressed to the Procuring Agency at the address given in the Bid Data Sheet; and
 - b. bear the title of procurement Activity indicated in the Bid Data Sheet, the Invitation to Bids (ITB) title and number indicated in the Bid Data Sheet, and a statement: "DO NOT OPEN BEFORE..... (time and date)," *[to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.4.2.]*
- iii) The inner envelopes shall also indicate the name and address of the Bidders to enable the Bid to be returned unopened in case it is declared "late".
- iv) If the outer envelope is not sealed and marked as required by ITB Clause 2.4.1 (i), the Procuring Agency will assume

no responsibility for the Bid's misplacement or premature opening.

- v) In case of Single Stage One Envelope Procedure, the Bidders shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope securely sealed in such a manner that opening and resealing cannot be achieved undetected.

Note: The envelopes shall be sealed and marked in accordance with the bidding procedure adopted as referred in Rule-38 of PPR-2014, which shall have precedence.

- vi) The inner and outer envelopes shall:
 - a) Be addressed to the Procuring Agency at the address given in the **BDS**; and
 - b) Bear the title of the subject procurement or Project name, as the case may be as indicated in the **BDS**, the Invitation to Bids (ITB) title and number indicated in the **BDS**, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the **BDS**, pursuant to **ITB 2.4.2**.
- vii) In case of Single Stage Two Envelope Procedure, The Bid shall comprise two envelopes submitted simultaneously, one called the Technical Proposal and the other Financial Proposal. Both envelopes to be enclosed together in an outer single envelope called the Bid. Each Bidders shall submit his bid as under:
 - a) Bidders shall submit his **TECHNICAL PROPOSAL** and **FINANCIAL PROPOSAL** in separate inner envelopes and enclosed in a single outer envelope.
 - b) **ORIGINAL** and each copy of the Bid shall be separately sealed and put in separate envelopes and marked as such.
 - c) The envelopes containing the **ORIGINAL** and copies will be put in one sealed envelope and addressed / identified as given in **BDS**.
- viii) The inner and outer envelopes shall:
 - a) be addressed to the Procuring Agency at the address provided in the **BDS**;
 - b) bear the name and identification number of the contract as

defined in the BDS; and provide a warning not to open before the time and date for bid opening, as specified in the BDS, pursuant to ITB 2.4.2;

c) In addition to the identification required in Sub- Clause (b) hereof, the inner envelope shall indicate the name and address of the Bidders to enable the bid to be returned unopened in case it is declared "late" pursuant to ITB.2.4.3.

ix) If all envelopes are not sealed and marked as required by **ITB 2.4.1** or incorrectly marked, the Procuring Agency will assume no responsibility for the misplacement or premature opening of Bid.

2.4.2 Deadline for Submission of Bids

i) Bids must be received by the Procuring Agency at the address specified under BDS no later than the time and date specified in the Bid Data Sheet. Bids received through courier services shall not be entertained.

ii) The Procuring Agency may, at its discretion and as per rule 29 of PPR-14, extend this deadline for the submission of Bids by amending the Bidding documents in accordance with ITB Clause 2.2.2 & 2.2.3 in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

iii) Bids shall be received by the Procuring Agency at the address specified under **BDS** no later than the date and time specified in the **BDS**.

2.4.3 Late Bids

i) Any Bid received by the Procuring Agency after the deadline for submission of Bids prescribed by the Procuring Agency pursuant to ITB Clause 2.4.2 will be rejected and returned unopened to the Bidders.

ii) The Procuring Agency shall not consider for evaluation any Bid that arrives after the deadline for submission of Bids.

iii) Any Bid received by the Procuring Agency after the deadline for submission of Bids shall be declared late, recorded, rejected and returned unopened to the Bidders.

2.4.4 Modification and Withdrawal of Bids

i) The Bidders may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification, including substitution or withdrawal of the Bids, is received by the Procuring Agency prior to the deadline prescribed for submission of Bids.

ii) The Bidders's modification or withdrawal notice shall be

prepared, sealed, marked, and dispatched in accordance with the provisions of Clause (i) A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked no later than the deadline for submission of Bids.

- iii) No Bid may be modified after the deadline for submission of Bids.
- iv) No Bid may be withdrawn in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidders on the Bid Form. Withdrawal of a Bid during this interval may result in the Bidders's forfeiture of its Bid security (along with other remedies available under PPR-14), pursuant to the ITB Clause 2.3.8 (vii).
- v) A Bidders may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid, is received by the Procuring Agency prior to the deadline for submission of Bids.
- vi) Revised bid may be submitted after the withdrawal of the original bid before the deadline for submission of Bids.

2.5. Opening and Evaluation of Bids

2.5.1. Opening of Bids by the Procuring Agency

- i) The Procuring Agency will open all Bids, in public, in the presence of Bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the Bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign a register/attendance sheet as proof of their attendance.
- ii) First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidders. No bid withdrawal shall be permitted unless the corresponding Withdrawal Notice contains a valid authorization to request the withdrawal and is read out at bid opening-
- iii) Second, outer envelopes marked "SUBSTITUTION" shall be opened. The inner envelopes containing the Substitution Bid shall be exchanged for the corresponding Original Bid being substituted, which is to be returned to the Bidders unopened. No envelope shall be substituted unless the corresponding Substitution Notice contains a

valid authorization to request the substitution and is read out and recorded at bid opening.

- iv) Next, outer envelopes marked "MODIFICATION" shall be opened. No Technical Proposal and/or Financial Proposal shall be modified unless the corresponding Modification Notice contains a valid authorization to request the modification and is read out and recorded at the opening of the Bids. Any Modification shall be read out along with the Original Bid except in case of Single Stage Two Envelope Procedure where only the Technical Proposal, both Original as well as Modification, are to be opened, read out, and recorded at the opening. Financial Proposal, both Original and Modification, will remain unopened till the prescribed financial bid opening date.
- v) Other envelopes holding the Bids shall be opened one at a time, in case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Procurement Evaluation Committee.
- vi) In case of Single Stage Two Envelope Procedure, the Procuring Agency will open the Technical Proposals in public at the address, date and time specified in the **BDS** in the presence of Bidders` designated representatives who choose to attend and other parties with a legitimate interest in the Bid proceedings. The Financial Proposals will remain unopened and will be held in custody of the Procuring Agency until the specified time of their opening.
- vii) The envelopes holding the Technical Proposals shall be opened one at a time, and the following read out and recorded: (a) the name of the Bidders; (b) the presence of a Bid Security, if required; and (c) Any other details as the Procuring Agency may consider appropriate.
- viii) Bidders are advised to send in a representative with the knowledge of the content of the Bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent Bidders's representative shall indemnify the Procuring Agency against any claim or failure to read out the correct information contained in the Bidders's Bid.

- ix) No Bid will be rejected at the time of Bid opening except for late Bids which will be returned unopened to the Bidders, pursuant to **2.4.3 (i)**.
- x) The Procuring Agency shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidders and whether or not there is a withdrawal, substitution or modification, the Bid price if applicable.
- xi) The Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder's signature on the record shall not invalidate the contents and affect the record.
- xii) Minutes of the Financial Bid Opening shall be recorded and uploaded by the procuring agency on its website or shared to all Bidders through e-mail.
[if Procuring Agency opts for single stage one envelope procedure as per rule 38(1) of PPR-14, clause (vi) to (xiii) should be formulated accordingly by the procuring agency.]

**2.5.2.
Confidentiality**

- i) Information relating to the examination, clarification, evaluation and comparison of Bids and recommendation of contract award shall not be disclosed to Bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report in accordance with the requirements of rule 37 of PPR-14.
- ii) Any effort by a Bidders to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid.
- iii) Notwithstanding **ITB Clause 2.2.2** from the time of Bid opening to the time of contract award, if any Bidders wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.

**2.5.3.
Clarification of
Bids**

- i) As per rule 33(2) of PPR-14, to assist in the examination, evaluation and comparison of Bids and post-qualification of the Bidders, the Procuring Agency may, at its discretion, ask any Bidders for a clarification of its Bid including breakdown of prices to determine its reasonability. Any clarification submitted by a Bidders that is not in response to a request by the Procuring Agency shall not be considered.

- ii) The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted. Whereas in case of Single Stage One Envelope Procedure, only the correction of arithmetic errors discovered by the Procuring Agency in the evaluation of Bids should be sought in accordance with ITB Clause 2.5.6.
- iii) The alteration or modification in The Bid which in any way affect the following parameters will be considered as a change in the substance of a bid:
 - a) Evaluation & qualification criteria;
 - b) Required scope of work or specifications;
 - c) All securities requirements;
 - d) Tax requirements;
 - e) Terms and conditions of bidding documents.
 - f) Change in the ranking of the Bidders
- iv) From the time of Bid opening to the time of Contract award if any Bidders wishes to contact the Procuring Agency on any matter related to the Bid it should do so in writing or in electronic forms that provide record of the content of communication.

**2.5.4.
Preliminary
Examination**

- i) The Procuring Agency will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.
- ii) Arithmetical errors will be rectified on the following basis:
 -
 - a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidders does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited.
 - b. If there is a discrepancy between words and figures, the amount in words will prevail.
- iii) Prior to the detailed evaluation, the Procuring Agency will

determine the responsiveness of each Bid to the Bidding documents, pursuant to ITB Clause 2.5.5. For purposes of these Clauses, a responsive Bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as those concerning Bid Security** (ITB Clause 2.3.8), **Applicable Law** (GCC Clause 30), **Taxes and Duties** (GCC Clause 32) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Procuring Agency's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

- iv) If a Bid is not responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidders by correction of the non-conformity.
- v) Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:
 - a) Meets the eligibility criteria defined in **ITB 2.1.3** and **ITB 2.1.4**;
 - b) Has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents;
 - c) Has been properly signed;
 - d) Is accompanied by the required securities; and
 - e) Is responsive to the requirements of the Bidding Documents.

The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

**2.5.5.
Examination of
Terms and
Conditions;
Technical
Evaluation**

- i) The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidders without any material deviation or reservation.
- ii) The Procuring Agency shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in **Section III-Technical Specifications, Section VII – Schedule of Requirements & Evaluation Criteria as provided in BDS**, have been met without material deviation or reservation.
- iii) If after the examination of the terms and conditions and

2.5.6. Correction of Errors

the technical evaluation, the Procuring Agency determines that the Bid is not responsive in accordance, it shall reject the Bid.

- i) Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -
 - a) If there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;
 - b) If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
 - c) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
 - d) Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.
- ii) The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors. The concurrence of the Bidders shall be considered as binding upon the Bidders. If the Bidders does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 2.3.8.**

2.5.7. Conversion to Single Currency

- i) As per rule 32(2) of PPR-14, to facilitate evaluation and comparison, the Procuring Agency will convert all Bid prices expressed in the amounts in various currencies in which the Bid prices as follows:

For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day, in case of holiday in State Bank of Pakistan on the day of opening financial bids, then previous working day's ex-change rates will prevail.

2.5.8. Post-Qualification &

- i) In the absence of **prequalification**, the Procuring Agency will determine to its satisfaction whether the Bidders is

Evaluation of Bids

qualified to perform the contract satisfactorily, in accordance with the evaluation criteria listed in BDS & pursuant to ITB Clause 2.1.3.

- ii) The determination will take into account the Bidder's financial, technical, and production/ supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidders, pursuant to ITB Clause 2.3.6, as well as such other information required for eligibility/qualification expressed in Bid Data Sheet as the Procuring Agency deems necessary and appropriate.
- iii) The Procuring Agency will **technically evaluate** and compare the Bids which have been determined to be responsive, pursuant to ITB Clause 2.5.5, as per Technical Specifications required.
- iv) The financial evaluation of a Bid will be carried out on the basis of Total Bid Price, as quoted / offered by the Bidders in Price Schedules / Financial Bid Form 8.10 which must be inclusive of all applicable / prevailing taxes, duties, fees etc.

2.5.9. Contacting the Procuring Agency

- i) Subject to ITB Clause 2.5.3, no Bidders shall contact the Procuring Agency on any matter relating to its Bid, from the time of the Bid opening to the time the evaluation report is made public i.e. 10 days before the contract is awarded. If the Bidders wishes to bring additional information or has grievance to the notice of the Procuring Agency, it should do so in writing.
- ii) Any effort by a Bidders to influence the Procuring Agency during Bid evaluation, or Bid comparison may result in the rejection of the Bidder's Bid.

2.5.10. Grievance Redressal

- i) As per Rule-67 of PPR-14, Procuring Agency shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The GRC shall not have any of the members of the Procurement Evaluation Committee. The Committee may preferably have one subject specialist depending upon the nature of the procurement in addition to one person with legal background as per their availability to the Procuring

Agency.

- ii) Any Bidders feeling aggrieved can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the Bidding documents found contrary to provision of Rule 33, and the same shall be addressed by the Procuring Agency well before the proposal submission deadline.
- iii) Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of Rule 34 and the same shall be addressed by the Procuring Agency well before the proposal submission deadline.
- iv) Any Bidders feeling aggrieved by any act of the Procuring Agency after the submission of his Bid may lodge a written complaint concerning his grievances not later than ten days after the announcement of the Final evaluation reports. In case of single stage - two envelope bidding procedure any Bidders feeling aggrieved from technical evaluation may file a grievance within 5 days of announcement of the technical evaluation report. After completion of the technical evaluation process, the procuring agency shall immediately upload the technical evaluation report on the website of PPRA and Procuring Agency for obtaining/ receiving grievance petitions from the prospective Bidders (if any).
- v) In case, the complaint/grievance is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.
- vi) The GRC shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

2.6. Award of Contract

2.6.1. Notification of Award

- i) Prior to the expiration of the period of Bid validity, the Procuring Agency will notify the successful Bidders in writing by registered letter and by email to be confirmed in writing by registered letter, that its Bid has been

accepted.

- ii) The notification of award will constitute the formation of the Contract.
- iii) The successful Bidders will provide stamp papers as per stamp Act to the Procuring Agency.
- iv) Upon the successful Bidder's furnishing of the Performance Guarantee pursuant to ITB Clause 2.6.2 (i), the Procuring Agency will promptly notify each unsuccessful Bidders and will discharge its Bid security, pursuant to ITB Clause 2.3.8 (v).

**2.6.2.
Performance
Guarantee**

- i) Within five (05) *[to be decided by the procuring agency]* days of the receipt of notification of award from the Procuring Agency, the successful Bidders shall furnish the Performance Guarantee in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the Bidding documents, or in another form acceptable to the Procuring Agency.
- ii) Failure of the successful Bidders to comply with the requirement of ITB Clause (i) above or ITB Clause 2.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security along with other remedies available under PPR-14. After that, the Procuring Agency may decide to award the contract to the next lowest evaluated Bidders, keeping in view the Bid validity time, or call for new Bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated in rule-4 of PPR-14.

**2.6.3. Signing of
Contract/
Issuance of
Purchase Order**

- i) At the same time as the Procuring Agency notifies the successful Bidders that its Bid has been accepted, the Procuring Agency will send the Bidders the Contract Form provided in the Bidding documents, incorporating all agreements between the parties or will issue the purchase order *[as the case may be]*.
- ii) Under rule-63 of PPR-14, where the Procuring Agency requires formal signing of contract, within seven (07) days of receipt of the Contract Form, the successful Bidders shall sign and mention date of the contract and return it to the Procuring Agency.

- 2.6.4. Award Criteria**

 - iii) Where no such formal signing is required by the procuring agency, the procuring agency shall issue purchase order after the receipt of required performance guarantee, as per rule 55 of PPR-14.
 - i) Subject to ITB Clause 2.6.2, under rule-55 of PPR-14, the Procuring Agency will award the contract to the successful Bidders whose Bid has been determined to be responsive and has been determined to be the lowest evaluated Bid, provided that the Bidders has been determined to be qualified to perform the contract satisfactorily.

- 2.6.5. Procuring Agency's Right to Vary Quantities at Time of Award**

 - i) The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59(iv) of PPR-14 (not more than 15%).

- 2.6.6. Procuring Agency's Right to Accept or Reject All Bids**

 - i) As per rule 35 of PPR-14, the Procuring Agency reserves the right to accept or reject all Bids or proposals (and to annul the Bidding process) at any time prior to the acceptance of any Bid or proposal, without thereby incurring any liability towards the Bidders.
 - ii) The Bidders shall be promptly informed about the rejection of the Bids, if any
 - iii) The Procuring Agency shall upon request communicate to any Bidders, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.

- 2.6.7. Re-Bidding**

 - i) If the Procuring Agency rejects all the Bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.

- 2.6.8. Corrupt or Fraudulent Practices**

 - i) The Procuring Agency Bidders, Bidders, and Bidders observe the highest standard of ethics during the procurement and execution of contracts.
"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009, which is as follows:
"(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, Bidders or Bidders in the

procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

- ii) Coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- iii) Collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- iv) Offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- v) Any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- vi) Obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process.”
- vii) **Blacklisting & Debarment:**
Blacklisted Bidders i.e. firms/companies/sole proprietor/general order Bidders/ JVs etc. and those found involved in “Corrupt Practices” are not allowed to participate in bidding.

Requirements & Procedure for Blacklisting & Debarment:

As per S-17A of PPRA, Act, 2009:

“17A. Blacklisting – (1) *A procuring agency may, for a specified period and in the prescribed manner, debar a Bidders or Bidders from participating in any public procurement process of the procuring agency, if the Bidders or Bidders indulges in corrupt practice or any other prescribed practice.*

(2) *The Managing Director may, in the prescribed manner, debar a Bidders or Bidders from participating in any public procurement process of all or some of the procuring agencies for a specified period.*

(3) *Any person, aggrieved from a decision of a procuring agency, may within prescribed period prefer a representation before the Managing Director.*

(4) *A procuring agency or any other person, aggrieved from a decision of the Managing Director, may within prescribed period prefer a representation before the Chairperson whose decision on such representation shall be final.]*

As per rule 21 of PPR-14:

21. Blacklisting. – (1) *A procuring agency may, for a specified period, debar a Bidders or Bidders from participating in any public procurement process of the procuring agency, if the Bidders or Bidders has:*

(a) *acted in a manner detrimental to the public interest or good practices;*

(b) *consistently failed to perform his obligation under the Contract;*

(c) *not performed the Contract up to the mark; or*

(d) *indulged in any corrupt practice.*

(2) *If a procuring agency debar a Bidders or Bidders under sub-rule (1), the procuring agency:*

(a) *shall forward the decision to the Authority for publication on the website of the Authority; and*

(b) *may request the Authority to debar the Bidders or Bidders for procurement of all procuring agencies.*

(3) *The Managing Director may debar a Bidders or Bidders of any procuring agency from participating in any public procurement process of all or some of the procuring agencies for such period as the Managing Director may determine.*

(4) *Any person aggrieved by a declaration made under rule 20 or a decision under sub-rule (1) of this rule may, within thirty days from the date of the publication of the*

information on the website of the Authority, file a representation before the Managing Director and the Managing Director may pass such order on the representation as he may deem fit.

(5) Any person or procuring agency aggrieved by an order under sub-rule (3) or (4) may, within thirty days of the order, file a representation before the Chairperson and the Chairperson may pass such order on the representation as he may deem appropriate.

(6) The mechanism or process for barring a Bidders or Bidders from participating in procurement process of a procuring agency, procuring agencies and a representation under this rule is specified in the Schedule appended to these rules.

As per Schedule appended with PPR-14:

SCHEDULE

see sub-rule (6) of rule 21

BLACKLISTING MECHANISM OR PROCESS

- 1. The procuring agency may, on information received from any resource, issue show cause notice to a Bidders or Bidders.*
- 2. The show cause notice shall contain:*
 - (a) precise allegation, against the Bidders or Bidders;*
 - (b) the maximum period for which the procuring agency proposes to debar the Bidders or Bidders from participating in any public procurement of the procuring agency; and*
 - (c) the statement, if needed, about the intention of the procuring agency to make a request to the Authority for debarring the Bidders or Bidders from participating in public procurements of all the procuring agencies.*
- 3. The procuring agency shall give minimum of seven days to the Bidders or Bidders for submission of written reply of the show cause notice.*
- 4. In case, the Bidders or Bidders fails to submit written reply within the requisite time, the procuring agency may issue notice for personal hearing to the Bidders or Bidders/ authorize representative of the Bidders or Bidders and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.*
- 5. In case the Bidders or Bidders submits written reply of the show cause notice, the procuring agency may decide to file the matter or direct issuance of a notice to the Bidders or Bidders for personal hearing.*

6. *The procuring agency shall give minimum of seven days to the Bidders or Bidders for appearance before the specified officer of the procuring agency for personal hearing.*
7. *The procuring agency shall decide the matter on the basis of the available record and personal hearing of the Bidders or Bidders, if availed.*
8. *The procuring agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.*
9. *The procuring agency shall communicate to the Bidders or Bidders the order of debarring the Bidders or Bidders from participating in any public procurement with a statement that the Bidders or Bidders may, within thirty days, prefer a representation against the order before the Managing Director of the Authority.*
10. *The procuring agency shall, as soon as possible, communicate the order of blacklisting to the Authority with the request to upload the information on its website.*
11. *If the procuring agency wants the Authority to debar the Bidders or Bidders from participating in any public procurement of all procuring agencies, the procuring agency shall specify reasons for such dispensation.*
12. *The Authority shall immediately publish the information and decision of blacklisting on its website.*
13. *In case of request of a procuring agency under para 11 or representation of any aggrieved person under rule 21, the Managing Director shall issue a notice for personal hearing to the parties and call for record of proceedings of blacklisting. The parties may file written statements and documents in support of their contentions.*
14. *In case of representation of any aggrieved person or procuring agency under rule 21, the Chairperson shall issue a notice for personal hearing to the parties and may call for the record of the proceedings. The parties may file written statements and documents in support of their contentions.*
15. *In every order of blacklisting under rule 21, the procuring agency shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting.*
16. *The Authority shall upload all the decisions under rule 21, available with it, on its website. But the name of a Bidders or Bidders shall immediately be removed from the list of blacklisted persons on expiry of period of blacklisting or*

order of the competent authority to that effect, whichever is earlier.

17. *An effort shall be made for electronic communication of all the notices and other documents pursuant to this mechanism or process.”*

viii) Furthermore, Bidders must keep themselves aware of the provision stated in clause 5.4 and clause 24.1 of the General Conditions of Contract.

2.6.9. Quantity and volume of the goods to be considered in mind

[Framework Contract Modality]

Not Applicable in this case

- i) While quoting the rate in a framework contract, the Bidders must consider the following facts:
 - a. Certain volume and quantity of the goods as prescribed in Bid Data Sheet.
 - b. The Bidders have to maintain the rates of the goods for the whole financial year.
 - c. The Bidders should quote the rate as per Price Schedule/ Financial Bid form. In case of non-observance of prescribed format, Financial Bid may be rejected.

Section III: TECHNICAL SPECIFICATIONS / TORs

SPECIFICATIONS OF FOG CANNON MACHINES AND ALLIED EQUIPMENT

1. Fog cannon 120 meter throw proper fitting on the chassis and control system should be in the driver cabin.
2. Generator 200 KW (Brands Perkins, Cummins or equivalent) with sound less box to be fitted on chassis. Not to be tow chained behind the chassis.
3. Water storage tank 12000 liter (Re-inforced high tensile MS Steel)
4. Trailer / Truck Chassis for 18 ton weight bearing capacity and length atleast 20 Feet length. In proper finish and look
5. Engine 18 ton or above depending on the design (Hino, Isuzu or equivalent)

Note: All these items and any other item which can be part of the solution will be fully integrated and synchronized with each other.

Detailed Specification of Fog Cannon is given below:

Item	Description	Parameters
Design Conditions and Performance Guarantee	Range	120 meters (actual range without wind)
	Operation Mode	Automatic/Remote
	Maximum Coverage Area	≥33000 m ²
General Technical Parameters	Water Source Requirements	Water Pressure: 0.1-0.5Mpa, Water Quality: PH 6-8, Suspended Solids Must ≤50PPm
	Power Supply Requirements	Voltage: AC380V, 50Hz
	Applicable ambient temperature	0°C ~ 50°C
	Protection level	IP 55
Fan Part	Fan Diameter	Ø 1400 mm
	Fan Power	75 kW

Item	Description	Parameters
	Impeller	Aluminum alloy
Pitch Structure	Power Unit	Hydraulic
	Pitch Angle	0° ~ 40°
Left and Right Structure	Power Unit	Hydraulic
	Rotation Angle	0° ~ 180°
High Pressure Pump Group	Water Pump Form	Stainless steel multistage centrifugal pump
	Water Pump Power	15 kW
	Flow Rate	18 T/H
	Pipe Material	High-pressure pipe + stainless-steel pipe line
	Water Inlet Size	DN50
	Water Drop Particles	30-200 um
Spray Assembly	Number of Nozzle	110 Pcs
	Material	SS304 Stainless Steel
	Water Ring Material	Stainless Steel seamless pipe
	Quantity	Double rings
	Welding Method	Carbon-dioxide arc welding
Electronic Control Assembly	Control Cabinet Material	Stainless Steel
	Remote Control Function	Industrial remote control
	Remote control	10-button remote control
	Electric control box	Stainless Steel, IP-65
	Motor control	Frequency conversion start
	Pump control	Star-delta
	Equipment bracket	Channel Steel Square Tube
Surfacing	Material Cutting	Laser Cutting
	Surface Treatment	0.6mm shot blasting
	Painting	Electrostatic spray plastic
	Maximum Shape Size	2500 x 1500 x 2700 (mm)

Item	Description	Parameters
	Weight	2000 KG (Approximate)

Note: The Bidders shall provide a comprehensive and fully integrated solution to ensure the proper functioning, efficiency, and longevity of the fog cannon machines. This solution shall include, but not be limited to the supply, installation, commissioning, testing, and operational support of the equipment. Additionally, the Bidders shall be responsible for providing a detailed maintenance plan, arrangement of necessary spare parts at the cost of procuring agency , Consumables for the fog cannon machines for one year and technical support services to ensure uninterrupted performance. The solution should also incorporate advanced features for optimal dust suppression, energy efficiency, and ease of operation, along with necessary training for the end-users.

Section-IV: Bid Data Sheet

The following specific data for the goods to be procured in under PPRA-2014 rule 59 (d) (iv) shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Section II. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

A. Introduction

BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
1.	2.1.1	<p>Name of Procuring Agency: Environment Protection & Climate Change Department</p> <p>Procurement is governed under PPRA Rules – 2014 59 (d) (iv) and in this case delivery timelines are essential parameter for acceptance of bid which is given as Section-VII of the Bidding document. Procurement Method is Least Cost method</p> <p>The subject of procurement is: <u>Procurement of Fog Cannon Machines with allied Equipment, Installation and Commissioning for Project “Punjab Smog Mitigation and Response Initiative - Airsafe” for Environment Protection and Climate Change Department</u></p> <p>Period for delivery of goods: Complete supply, installation and operationalization requirement is within Sixty (60) (for supply of machinery / equipment) as the procurement is governed under the urgent requirement.</p> <p>Commencement date for delivery of Goods Issuance date of Purchase Order / Award Letter.</p>
2.	2.1.2	<p>Financial year for the operations of the Procuring Agency: 2024-25</p> <p>Name of Project/ Grant: ADP - Punjab Smog Mitigation and Response Initiative – AirSafe</p> <p>Name of financing institution: Government of the Punjab</p>
3.	2.1.3 (v)	Joint venture, consortium or association is permissible

4.	2.1.4	Ineligible country(s) is India & Israel, make model product or manufacturing is unacceptable
5.	2.3.5	Demonstration of authorization by manufacturer: To be submitted with the Bidding Document.

B. Bidding Documents

6.	2.2.2 (i&ii)	<p>The address for clarification of Bidding Documents is:</p> <p style="text-align: center;">Section Officer General Environment Protection & Climate Chang Department Government of the Punjab</p> <p>Address: Gate No. 8, National Hockey Stadium, Gaddafi Stadium, Ferozpur Road, Lahore Phone: 042-99232226 Email: secy.epd@punjab.gov.pk Email: as.epd@punjab.gov.pk</p>
7.	2.2.2 (vi)	No Pre-Bid Meeting
8.	2.3.9	The number of bidding documents to be completed and returned is in one original and two true copies with signed stamp of Authorized Representative (Hard copies and soft copy of the same in USB)

C. Bid Price, Currency, Language and Country of Origin

9	2.3.1	<i>English Language</i>
10	2.3.3	The price quoted shall be fixed inclusive of all applicable / prevailing taxes, duties, delivery, commissioning and transportation charges, customs duties etc.
11.	2.3.4	<i>Prices shall be in PKR for Bid on DDP basis at Procuring Agency Store/location.</i>

D. Preparation and Submission of Bids

12.	2.1.3	Eligibility / Mandatory Criteria / Knock down criteria and Bid Evaluation Criteria. The eligibility criteria & Evaluation Criteria is tabulated below: -	
		Sr.	Mandatory Criteria /Eligibility Criteria / (Knock Down Clauses)
		i.	Legal Status of the Bidders with Registration Certificate of the relevant authorities.
		ii.	Registration with Income Tax Authorities.
		iii.	Registration with Sales Tax Authorities
		iv.	Active Taxpayer Status for the last 3 Years w.r.t Income Tax & Sales Tax.
		v.	Affidavit on Stamp paper (Rs.100) that firm/Bidders is not black listed by any Govt. Agency/firm
		vi.	Bid Securities along with technical bid is mandatory
		Sr.	Evaluation Criteria (Yes/No)
		i.	Financial Capability: 1- Audited Financial Statements for the Three (03) Years. (preferably last three years) with indicating that the average annual turnover of the Bidders should be 50% of the estimated cost of this procurement. 2- Bank Statements for last 03 Years with annual average turnover of at least Rs. 100 Million.
		ii.	Work Experience: 1- Minimum 2 years of working experience with at least 50% of the estimated cost offered as work done from the date of registration of business 2- Bidder should submit his business profile along with Organogram which states the staffing and authority matrix.
		iii.	Quality Management: Compliance of Technical Specifications / TORs with a comparison sheet between the goods demanded and offered
		iv.	Compliance with Delivery Timelines/Schedule Compliance to the delivery timelines given in the Schedule of Requirements of bidding document. Bidders should provide undertaking on their letter head.

		<p>Import Instructions:</p> <ul style="list-style-type: none"> I. Failure to compliance / Provision of Mandatory documents and Specifications of required items given in Section-III of Bidding document, the bid will be considered non-responsive. II. In case of JV the Evaluation Criteria will be evaluated cumulatively for all partners. III. Submission of Bid Securities along with technical bid is mandatory. IV. After technical evaluation, financial proposals of only technically responsive Bidders will be opened and contract will be awarded to lowest evaluated Bidders who is compliant to timelines.
13.	2.3.6	Bidder must provide the detailed specifications and volume of procurement advertised as per requirement of Procuring Agency.
14.	2.2.2	<p>Bid shall be submitted to:</p> <p style="text-align: center;">Section Officer General Environment Protection & Climate Change Department Government of the Punjab</p> <p>Address: Gate No. 8, National Hockey Stadium, Gaddafi Stadium, Ferozpur Road, Lahore Phone: 042-99232226 Email: secy.epd@punjab.gov.pk</p>
15.	2.4.2	<p>The deadline for Bid submission is:</p> <p>Date: March 17th, 2025 Time: 12:00 hours</p>
16.	2.5.1	<p>Bid Opening:</p> <p>Date: March 17th, 2025 Time: 12:30 hours</p>
17.	2.6.2	The successful Bidders shall submit 02% of Contract Price as Performance Security in shape of unconditional irrevocable Bank Guarantee from schedule Bank valid for the period 30 days beyond the contract period / deliverable / warranty period (whichever is later) and shall be released after the successful completion of contract / deliverables / warranty period (whichever is later).
18.	2.3.7	Detail of Bid Security is given below along with estimate cost in PKR:

		Sr.	Description of Equipment's / Requirements	Estimated Cost	Bid Security 1% of the estimated cost (Rs.)
		1	Supply of Fog Cannon Machines with allied Equipment specification as defined in SECTION-III	1,200,000,000	12,000,000
		<p>Note: Details / Specifications is available at SECTION-III of Bidding Document</p>			
		<p>Bidders will have to submit an original Bid Security equivalent to 1% of estimated price with technical Bid within the limits as specified in PPRA Rules 2014) along with the Bid in form of CDR / Bank Guarantee / Demand Draft / Pay Order / Bankers Cheque in favor of SECTION OFFICER GENERAL DRAWING AND DISB (Environment Protection and Climate Change Department, PUNJAB) valid for the period equal to or 60 days beyond the bid validity date.</p>			
19.	2.3.8	Bid validity period after opening of the Bid is: 60 days			

E. Opening and Evaluation of Bids

20.	2.5.1	Date: March 17th, 2025 Time: 12:30 hours
21.	2.5.7	The currency that shall be used for Bid evaluation and comparison purposes to convert all Bid prices expressed in various currencies is: PKR

F. Bid Evaluation Criteria

22.	2.5.8	<p align="center">Bid evaluation</p> <p>Single Stage Two Envelope bidding procedure with Least Cost method as stipulated in PPRA Rules - 2014, as amended from time to time.</p>
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G. Award of Contract

2.6.5	Percentage for quantity increase or decrease is: 15%
2.6.2	The Performance Guarantee shall be: 2% of the Contract Price

2.6.2	<p>The Performance Security (or guarantee) shall be in the form of:</p> <p>In shape of unconditional irrevocable Bank Guarantee by Schedule Bank which should be valid for the period 2 months beyond the contract period / deliverable / warranty period (whichever is later) and shall be released after the successful completion of contract / deliverable / warranty period (whichever is later).</p>
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Section-V: General Conditions of Contract

- 1. Definitions**
- 1.1 In this Contract, the following terms shall be interpreted as indicated:
- (a) "The Contract" means the agreement entered into between the Procuring Agency and the Bidders, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - (b) "The Contract Price" means the price payable to the Bidders under the Contract for the full and proper performance of its contractual obligations.
 - (c) "The Goods" means all of the equipment, machinery, and/or other materials which the Bidders is required to supply to the Procuring Agency under the Contract.
 - (d) "The Services" means those services ancillary and related to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, maintenance & repair and other such obligations of the Bidders covered under the Contract.
 - (e) "GCC" means the General Conditions of Contract contained in this section.
 - (f) "SCC" means the Special Conditions of Contract.
 - (g) "The Procuring Agency" means the organization purchasing the Goods & Services, as named in SCC.
 - (h) "The Procuring Agency's country" is the country named in SCC.
 - (i) "The Bidder" means the Bidders or firm supplying the Goods and Services under this Contract.
 - (j) "The Project Site," where applicable, means the place or places named in SCC.
 - (k) "Day" means calendar day.
- 2. Application**
- 2.1. These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.
- 3. Country of Origin**
- 3.1. All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules, as further elaborated in the SCC.

3.2. For purposes of this Clause, “origin” means the place where the Goods were mined, grown, or produced, or from where the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product is obtained that is substantially different in basic characteristics or in purpose or utility from its components.

3.3. The origin of Goods and Services is distinct from the nationality of the Bidders. In any case, the requirements of rules 10 & 26, PPR-14, shall be followed.

4. Standards

4.1. The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods’ country of origin. Such standards shall be the latest issued by the concerned institution.

5. Use of Contract Documents and Information; Inspection and Audit by the procuring agency.

5.1. The Bidder shall not, without the Procuring Agency’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Bidders in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2. The Bidder shall not, without the Procuring Agency’s prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of executing the Contract.

5.3. Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Bidder’s performance under the Contract if so, required by the Procuring Agency.

5.4. The Bidder shall permit the Procuring Agency to inspect the Bidder’s accounts and records relating to the performance of the Bidders and to have them audited by auditors appointed by the donors, if so, required by the donors.

6. Patent Rights

6.1. The Bidder shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring Agency’s country.

7. Performance Guarantee

7.1. Within five (05) days of receipt of the notification of Contract award, the successful Bidders shall furnish to the Procuring Agency the Performance Guarantee in the amount specified in SCC/Bid Data Sheet & clause 2.6.2 of ITB.

7.2. The proceeds of the Performance Guarantee shall be payable to the Procuring Agency as compensation for any loss resulting from the Bidder's failure to complete its obligations under the Contract.

7.3. As per Rule-56 of PPR-14, the performance guarantee shall be denominated in the currency of the Contract acceptable to the Procuring Agency and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring Agency's country, in the form provided in the Bidding documents or another form acceptable to the Procuring Agency; or
- (b) a Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque cashier's or certified cheque or CDR.

7.4. The performance guarantee will be discharged by the Procuring Agency and returned to the Bidders not later than thirty (30) days following the date of completion of the Bidder's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Inspections and Tests

8.1. The Procuring Agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring Agency requires and where they are to be conducted. The Procuring Agency shall notify the Bidders in writing, in a timely manner, of the identity of any representatives nominated for these purposes.

8.2. The inspections and tests may be conducted on the premises of the Bidders or its sub Bidders(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Bidders or its sub Bidders(s) (if allowed by the Procuring Agency), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency.

8.3. Should any inspected or tested Goods fail to conform to the Specifications, the Procuring Agency may reject the Goods, and the Bidders shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring Agency.

8.4. The Procuring Agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Procuring Agency's country shall in no way be limited or waived by reason of the Goods having

previously been inspected, tested, and passed by the Procuring Agency or its representative prior to the Goods' shipment from the country of origin.

8.5. Nothing in GCC Clause 8 shall in any way release the Bidders from any warranty or other obligations under this Contract.

9. Packing

9.1. The Bidder shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Procuring Agency.

10. Delivery and Documents

10.1. Delivery of the Goods shall be made by the Bidders in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Bidders are specified in SCC.

10.2. Upon delivery, the Procuring Agency shall give receiving certificate to the Bidders with the statement that, "completion certificate along with satisfactory report shall be issued after due inspection as per clause-8 of GCC, which will enable the Bidders to put up the bill".

[Further conditions may be incorporated by the Procuring Agency keeping in view the nature of contract, DDP, CIF, C&F, FOR, FOP for example; for a DDP contract the clause may be as follows:].

10.3. For purposes of the Contract, DDP trade term used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of *Incoterms*

10.4. Documents to be submitted by the Bidder are specified in SCC.

11. Insurance

As provided in Special Conditions of the Contract

12. Transportation

12.1. The Bidder is required under the Contract to transport the Goods to a specified place of destination within the Procuring Agency's country, including *(details to be decided by Procuring Agency as per requirement)* insurance and storage, as shall be specified in the Contract, and related costs shall be included in the Contract Price.

13. Incidental Services

13.1. The Bidder may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) satisfactory performance for specified time/ quantity on-site and/or supervision of on-site assembly and/or start-up of the supplied Goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
- (d) performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Bidders of any warranty obligations under this Contract; and
- (e) training of the Procuring Agency's personnel, at the Bidder's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

13.2. Prices charged by the Bidders for incidental services shall be included in the Contract Price for the Goods and shall not exceed:

- (i) the prevailing rates charged for other parties by the Bidders for similar services; and
- (ii) original price of goods.

14. Spare Parts

14.1. As specified in SCC, the Bidders may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Bidders:

- (a) such spare parts as the Procuring Agency may choose to purchase from the Bidders, provided that this choice shall not relieve the Bidders of any warranty obligations under the Contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) advance notification to the Procuring Agency of the pending termination, in sufficient time to permit the Procuring Agency to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the Procuring Agency, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1. The Bidder warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models selected by the Procuring Agency, and that they incorporate all recent improvements in

design and materials unless provided otherwise in the Contract. The Bidders further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring Agency's specifications) or from any act or omission of the Bidders, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

15.2. This warranty shall remain valid *[as per Original Manufacturer]* year/months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for *[to be decided by the Procuring Agency]* year/months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3. The Procuring Agency shall promptly notify the Bidders in writing of any claims arising under this warranty.

15.4. Upon receipt of such notice, the Bidders shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring Agency.

15.5. If the Bidder, having been notified, fails to rectify the defect(s) within the period specified in SCC, within a reasonable period, the Procuring Agency may proceed to take such remedial action as may be necessary, at the Bidder's risk and expense and without prejudice to any other rights which the Procuring Agency may have against the Bidders under the Contract/relevant provision of PPR-14 including Blacklisting.

16. Payment

16.1. The method and conditions of payment to be made to the Bidders under this Contract shall be specified in SCC.

16.2. The Bidder's request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

16.3. As per rule-62 of PPR-14, payments shall be made promptly by the Procuring Agency, but in no case later than thirty (30) days after submission of an invoice or claim by the Bidders, provided the work is satisfactory.

16.4. The currency of payment is *[in PKR]*

17. Prices

17.1. Prices charged by the Bidders for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Bidders in its Bid, with the exception of any price adjustments authorized in SCC.

18. Change Orders

18.1. The Procuring Agency may at any time, by a written order given to the Bidders pursuant to GCC Clause 31, make changes within the general scope of the Contract, only if required for the successful completion of the job, in any one or more of the following:

- (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring Agency;
- (b) the method of shipment or packing;
- (c) the place of delivery; and/or
- (d) the Services to be provided by the Bidders.

18.2. If any such change causes an increase or decrease in the cost of, or the time required for, the Bidder's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Bidders for adjustment under this clause must be asserted within thirty (30) days from the date of the Bidder's receipt of the Procuring Agency's change order. But, in no case, the overall impact of the change should exceed 15% of the contract cost and no provisions of PPR-14 should be violated.

19. Contract Amendments

19.1. Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by the mutual consent through written amendment signed by the parties. No variation in finalized brands/makes/models shall be allowed except in special conditions where the manufacturer has stopped producing or suspended that model or the latest model of similar series or version has been launched by the manufacturer or non-availability due to international mergers of the manufacturers or similar unavoidable constraints.

20. Assignment

20.1. The Bidder shall not assign the whole of contract to anybody else. However, some parts of contract or its obligations may be assigned to sub-Bidders with the prior written approval of the procuring agency.

21. Sub-contracts

21.1. The Bidders shall notify the Procuring Agency in the Bid of all subcontracts to be assigned under this Contract. Such notification, in the original Bid or later, shall not relieve the Bidders from any liability or obligation under the Contract.

21.2. Subcontracts must comply with the provisions of GCC Clause 20.

22. Delays in the Bidder's Performance

22.1. Delivery of the Goods and performance of Services shall be made by the Bidders in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements.

22.2.If at any time during performance of the Contract, the Bidders or its sub Bidders(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Bidders shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Bidder's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Bidder's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

22.3.Except as provided under GCC Clause 25, a delay by the Bidders in the performance of its delivery obligations shall render the Bidders liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the imposition of liquidated damages.

23. Liquidated Damages

23.1.Subject to GCC Clause 25, if the Bidders fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to GCC Clause 24 along with other remedies available under PPR-14.

24. Termination for Default

24.1.The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Bidders, may terminate this Contract in whole or in part:

- (a) if the Bidders fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 22;
- (b) if the Bidders fails to perform any other obligation(s) under the Contract; or
- (c) if the Bidders, in the judgment of the Procuring Agency has engaged in corrupt practices in competing for or in executing the Contract. For the purpose of this clause, corrupt practices will be defined as per Section-2 (d) of The PPRA Act, 2009.

“Corrupt practices” in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009:

(d) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, Bidders or Bidders in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order

to influence a procurement process or the execution of a Contract, collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

- i. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;*
- ii. collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;*
- iii. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;*
- iv. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;*
- v. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process*

24.2. In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Bidders shall be liable to the Procuring Agency for any excess costs for such similar Goods or Services. However, the Bidders shall continue performance of the Contract to the extent not terminated.

25. Force Majeure

25.1. Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Bidders shall not be liable for forfeiture of its Performance Guarantee, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

25.2. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidders and not involving the Bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to,

acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. Both, the Procuring Agency and the Bidders, may agree to exclude certain widespread conditions e.g.: epidemics, pandemics, quarantine restrictions etc. from the purview of "Force Majeure".

25.3.If a Force Majeure situation arises, the Bidders shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the Bidders shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. Any difference of opinion concerning "Force Majeure" may be decided through means given herein below.

**26. Termination
for Insolvency**

26.1.The Procuring Agency may at any time terminate the Contract by giving written notice to the Bidders if the Bidders becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Bidders, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.

**27. Termination
for
Convenience**

27.1.The Procuring Agency, by written notice sent to the Bidders, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency's convenience, the extent to which performance of the Bidders under the Contract is terminated, and the date upon which such termination becomes effective.

27.2.The Goods that are complete and ready for shipment (if applicable) within thirty (30) days after the Bidder's receipt of notice of termination shall be accepted by the Procuring Agency on the Contract terms and prices. For the remaining Goods, the Procuring Agency may choose:

- (a) to have any portion completed and delivered at the Contract terms and prices; and/or
- (b) to cancel the remainder and pay to the Bidders an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Bidders.

**28. Resolution of
Disputes**

28.1.After signing the contract or issuance of purchase order, The Procuring Agency and the Bidders shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

28.2.If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Bidders have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or

arbitration as per rule 68 of PPR-14 and in accordance with Arbitration Act-1940.

29. Governing Language

29.1. The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

30. Applicable Law

30.1. The Contract shall be interpreted in accordance with the laws of Punjab (Pakistan) unless otherwise specified in SCC.

31. Notices

31.1. Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by any information technology mean for the time being in use and acceptable in ordinary course of business to the other party's address specified in SCC.

31.2. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

32. Taxes and Duties

32.1. Bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods & Services to the Procuring Agency. In case of imposition of new taxes/duties or concession thereof after the deadlines for the submission of bids the effect thereof shall be borne or availed by the procuring agency as the case may be.

Section-VI. Special Conditions of Contract

Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Procuring Agency is: Environment Protection and Climate Change Department (EP&CCD)

GCC 1.1 (h)—The Procuring Agency's country is: Pakistan

GCC 1.1 (i)—The Bidder is: M/s _____ is responsible to Deliver the goods/machinery/ equipment as per the contract Scope.

GCC 1.1 (j)—The Project Site is all over Punjab and details will be provided at later stage regarding specific location for installation. It will be valid for whole of Punjab.

2. Country of Origin (GCC Clause 3)

All countries and territories as indicated in Section-III, BDS, of the Bidding documents.

3. Performance Guarantee (GCC Clause 7)

GCC 7.1—As per rule 56 of PPR-14, the amount of Performance Guarantee, as a percentage of the Contract Price, shall be: 02% of the Contract Price and successful Bidders is bound to provide the Guarantee within 05 days.

GCC 7.4—the Performance Guarantee shall be retained for to cover the Bidder's warranty obligations or defect liability period in accordance with Clause GCC 15.2

4. Inspections and Tests (GCC Clause 8)

GCC 8.1-8.5— Inspection and test shall be carried out at the premises of Procuring Agency or at site of installation through its authorized representative for conformity of delivered supplies. Necessary testing may be carried out at the cost of Bidder where applicable.

a) Inspection and Test Unpacking Inspection

The Bidders shall inspect at each Site whether all the Equipment are packed in conformity with the Equipment list and packing list without any damage immediately after arrival of the Equipment at each site. The Bidders shall prepare the unpacking inspection report and submit it to the EPA Punjab.

b) Performance Test

The Bidders shall carry out the performance test for all the Equipment supplied under the scope of work of this document. In case the Equipment for performance test requires the supplemental and /or supporting Equipment, the Bidders shall carry out the performance test including such Equipment within cost of the main contract

c) Provision Of Training

The Bidder shall provide the training to the EPA staff identified for the site after the performance test and commissioning. This training / orientation will be scheduled by Environment Protections Agency (EPA) Punjab. Training should include but not limit to the followings:

- 1) Inspection of the Equipment.
- 2) Precautions in use of the Equipment.
- 3) Basic measurement principle.
- 4) Principles of operation of the Equipment.
- 5) Start-up and shutdown procedure.
- 6) Operation of the Equipment.
- 7) Calibration method.
- 8) QA/QC
- 9) Data management and software application.
- 10) Safety precautions
- 11) Basic maintenance procedure.
- 12) "Do's" and "Don'ts" in operation of the Equipment.
- 13) Handling of hazardous chemicals and gas.
- 14) Others, which are deemed to be necessary by the Bidders.
- 15) Fault finding and rectification
- 16) Preparation of maintenance sheet

The Bidder shall furnish the training manual and/or CD as required for training for all the Equipment supplied under the scope of work of this document to EPA. Contents of training manual and/or CD for the Equipment are as follows:

1. Principle of the Equipment.
2. Operation and calibration of the Equipment.
3. Maintenance and basic repair of the Equipment.
4. Safety instruction of the Equipment.
5. Others, which are deemed to be necessary by the Bidders.

5. Delivery and Documents (GCC Clause 10) DDP terms

GCC 10.3—Upon shipment or preferably air lift, the Bidders shall notify the Procuring Agency the full details of the shipment along with delivery note, including Contract number, description of Goods, quantity and usual transport document. The Bidders shall submit the following documents to the Procuring Agency:

- (i) copies of the Bidder's invoice showing Goods' description, quantity, unit price, and total amount;
- (ii) original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;
- (iii) copies of the packing list identifying contents of each package;
- (iv) Insurance certificate ;
- (v) Manufacturers or Bidder's warranty certificate;
- (vi) Where applicable (Pre-shipment/ port/ Procuring Agency Delivery site, inspection certificate), issued by the Procuring Agency nominated inspection agency, and the Bidder's factory inspection report (Inspection type depends on the nature of procurement and volume of procurement); and

(vii) Certificate of origin.

6. Insurance

GCC 11.1—The Successful Bidder shall be responsible and bear the cost of insurance for the equipment detail given in schedule of Requirement along with all the allied accessories, spares and consumables for complete package and facilities against any theft, fire, damage and other applicable provisions during shipment, delivery, storage. Until the delivery is taken over by the Procuring Agency.

7. Incidental Services (GCC Clause 13)

GCC 13.1—Incidental services to be provided are:

The Bidders shall supply machinery / equipment along with all costs of transportation, imports and installation (where applicable at site etc. should include in financial proposal of the main contract). In case of handing over to the Procuring Agency.

8. Spare Parts

(GCC Clause 14)

GCC 14.1—Additional spare parts and consumables requirements are:

- Bidders shall carry sufficient inventories to assure ex-stock supply of consumable spares for the fog machine for one year. Spare parts and components shall be supplied as promptly as possible.

9. Warranty

(GCC Clause 15) As per original manufacturer's warranty conditions.

GCC 15.2—The warranty period shall be two (2) years only for fog cannon machines and one (01) year warranty for all other items or as provided by the Original Manufacturer. The Bidder shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Bidders, these guarantees are not attained in whole or in part, the Bidder shall, at its discretion, either:

- (a) make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,

Or

- (b) pay liquidated damages to the Procuring Agency in case of failure to meet the contractual guarantees. The rate of these liquidated damages shall be 0.3% per day and up to maximum 15% value of contract.

GCC 15.4 & 15.5—The period for correction of defects in the warranty period is: Within 07 days after identification / reporting of the defect / Modification Minor issues be

resolved within 24 hours.

10. Payment (GCC Clause 16)

- I. **Advance Payment:** is permissible under this special arrangement of contract being urgent procurement and the value of advance payment will be up to 25% of the contract value against the advance bank guarantee issued by the schedule Bank which will be cross verified by the procuring agency.
- II. Within Five (05) days of signing of the Contract / award the Bidders/Bidders shall presents a request for payment (invoice) accompanied by an Advance Payment Security in the form of a bank guarantee for an amount equal to the amount of the payment, and that shall be valid until the Goods are delivered. The security shall be in the form as specified in Form 8.7 (a). On acceptance of the delivery equal to the amount of advance payment, the guarantee (security) against advance will be returned.
- III. **Adjustment of advance payment:** An advance payment of up to 25% of the main contract value will be provided. This advance payment shall be recovered in four (04) or less installments and will be fully adjusted before the payment of 80% of the main contract amount.
- IV. Successful Bidder shall not wait for the advance payment to begin the delivery of items. Given the urgent nature of this procurement, the supply/execution must commence immediately upon the issuance of the award letter. The delivery timeline will be calculated from the date of the award letter, irrespective of the realization of advance payment.
- V. **Payment for Goods supplied:** Partial delivery and Partially Payment is permissible under contract and Payment will be made within 30 days in Pak. Rupees through cross cheque against actual deliverable subject to provision of satisfactory performance certificate by the end user along with delivery challan / packing list and invoice. But only up to 80% of the total contract bill may be released.
- VI. **Final Payment:** 20% of the final payment to Bidders will be withheld until passing of two months of full operationalization of the equipment.
- VII. **In case of Joint Venture:** Payment will be made in the account of Lead Partner.

11. Prices (GCC Clause 17)

GCC 17.1—Prices shall be fixed and shall not be adjusted. Price shall remain the fixed during the currency of the contract / agreement and no escalation is permissible.

12. Liquidated Damages (GCC Clause 23)

GCC 23.1—Applicable rate:

Maximum deduction:

Applicable rate shall not exceed 0.3 percent per day, and the maximum shall not exceed fifteen (15) percent of the Contract Price after that Procuring Agency may proceed for the termination of contract along-with other remedies available under PPR-14.

13. Resolution of Disputes (GCC Clause 28)

GCC 28.2—The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

As per rule-68 of PPR-14, in the case of a dispute between the Procuring Agency and the Bidders, the dispute shall be referred for arbitration in accordance with the Arbitration Act 1940. Whereas, place of arbitration will be Lahore

14. Governing Language (GCC Clause 29)

GCC 29.1—The Governing Language shall be: English

15. Applicable Law (GCC Clause 30)

GCC 30.1-The Contract shall be interpreted in accordance with the laws applicable in the jurisdiction of the province of Punjab (Pakistan):

16. Notices (GCC Clause 31)

GCC 31.1—Procuring Agency's address for notice purposes: **Secretary Environmental Protection & Climate Change Department** Gate No. 8 National Hockey Stadium Qaddafi Stadium, Ferozepur Road, Hafeez Kardar Rd, Block E 2 Gulberg III, Lahore, Punjab 54000, Pakistan

—Bidders's address for notice purposes:

17. Special Terms and Conditions of the Procurement

- I. The procurement will be carried out as per Rule 59 (d) (iv) of Punjab Procurement Rules, 2014 being an urgent requirement and Bidders will be bound to provide all equipment, machinery and installation, as provided in this document, complete in all respects within stipulated time.
- II. Goods, equipment, machinery and all installations will be provided and installed as per provisions of this document and requirements of the original manufacturer.
- III. Urgency and Timelines: This procurement is being conducted on an urgent basis due

to the critical situation caused by deteriorating air quality, which poses significant risks to public health and the environment. Time is of the essence, and it is imperative that the supply, installation, and operationalization of the required equipment, machinery, and goods are completed within the specified timelines. Bidders are required to ensure strict adherence to these timelines, as any delay will compromise the effectiveness of the intended measures. Failure to meet the deadlines may result in penalties or other contractual actions as stipulated in this document. A detailed delivery and execution schedule must be included with the bid to demonstrate the Bidder's commitment to timely completion.

- IV. **Minor Specification:** In the event that the technical team or committee of the Procuring Agency determines that certain specifications of the goods procured are minor in nature and do not significantly affect the overall performance and operation of the equipment, the Procuring Agency, after due diligence through its Technical Committee, may choose to waive those specifications. Any such changes will be subject to a corresponding deduction in the cost of the particular good. The revised price will be agreed upon between the Procuring Agency and the Bidders, and any adjustments will be reflected in the final contract price.
- V. **Training and Support:** It shall be the responsibility of the Bidders to provide comprehensive training to as many officers and officials of the Procuring Agency as required for the proper use and maintenance of the procured goods. Additionally, the Bidders shall arrange for a technically qualified trainer who will be available to the Procuring Agency for training and support as needed, for a period of up to six months following the handing over of the goods. The trainer will be available on-site or remotely to assist with any technical queries or issues during this period.
- VI. All vehicles procured under this project shall be the property of the Environment Protection and Climate Change Department, Government of Punjab. The Bidders shall ensure that these vehicles are registered in the name of the department in accordance with applicable laws and regulations. Payment for the registration of vehicles will be borne by the Procuring Agency; whereas, price of the vehicles will be part of the main contract and will be borne by the Bidders.
- VII. **Completion Criteria:** The task will only be considered completed once the Bidders successfully runs the fog cannon system in the presence of the Procuring Agency and demonstrates its full functionality for one month as per the required specifications.
- VIII. **Training for Smooth Functioning:** The Bidders shall train the HR of the Procuring Agency to ensure the smooth functioning, routine operation, and basic troubleshooting of the system. Training must be hands-on and include operational guidance, safety measures, and maintenance procedures.
- IX. **Technical Services for One Year:** The Bidders shall provide technical services, including further training, troubleshooting, and operational support, for one year after the delivery of the equipment. The Bidders must ensure that any operational issues faced by the Procuring Agency within this period are resolved promptly.

- X. After delivery of the solution drivers, Operators will be the responsibility of the Procuring Agency.

Section-VII. Schedule of Requirements

On immediate basis

7.1 Schedule of Requirements

Sr.	Description of Equipment's / Requirements	Number of Unit
1	Supply of Fog Cannon Machines with Allied Equipment specification as defined in SECTION-III	15

- a) Period for delivery of goods: Complete supply, installation and operationalization requirement is within Sixty (60) Days as the procurement is governed under the urgent requirement.
- b) The Project Site is all over Punjab and details will be provided at a later stage regarding specific location for installation all over the Punjab.

Sign and Stamp by the Bidders _____

Section-VIII: Sample Forms

8.1 BID FORM

[To be signed & stamped by the Bidders and reproduced on the letter head as well as on copy of this form. To be attached with the Financial Bid]

To:

Secretary

Environment Protection & Climate Change Department

Government of the Punjab

Address: Gate No. 8, National Hockey Stadium, Gaddafi Stadium, Ferozepur Road, Lahore

Phone: 042-99232226 Email: secy.epd@punjab.gov.pk

Having examined the bidding documents including Addendum No _____, the receipt of which is hereby duly acknowledged, for the above Contract, we, the undersigned, offer to deliver the goods / render services as specified in Technical Specifications and in conformity with the said bidding document for the Bid Price of required supplies / services.

Sr.	Description (AS PER TECHNICAL SPECIFICATIONS / TORs)	Total Bid Price inclusive all applicable taxes in Figures (PKR)
1	Supply of Fog Cannon Machines with allied Equipment (specification as defined in SECTION-III)	
Words:		

[Amounts must coincide with the ones indicated under Total Bid Price in PRICE SCHEDULE 8.10].

Or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this Bid.

We undertake, if our above stated total bid for all is accepted, to complete the Work in accordance with the Contract Execution Schedule provided in the SECTION-VII Special Stipulations to Bid.

If our Total Bid for all services is accepted, we will provide the performance security in the sum equivalent to **02 percent** of the Contract Price as elaborated in BDS, for the due performance of the Contract.

We agree to abide by this Bid for the period of **Sixty Days (60)** days from the date fixed for bid opening pursuant to Clause 2.5 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this _____ day of _____ 2025.

Bidders Signature Along with Seal

WITNESS

Signature : _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Address: _____

Address: _____

8.2. Bidder's JV Members Information Form

{To be reproduced and signed & stamped by the lead partner and all JV members on their letter Pad, to be attached with Technical Bid in addition to the JV agreement}

{The Bidders shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Bidders and for each member of a Joint Venture}.

Date: *[insert date (as day, month and year) of Bid submission]*

RFB No.: *[insert number of RFB process]*

Alternative No.: *[insert identification No if this is a Bid for an alternative]*

Page _____ of _____ pages

1. Bidder's Name: <i>[insert Bidder's legal name]</i>
2. Bidder's JV Member's name: <i>[insert JV's Member legal name]</i>
3. Bidder's JV Member's country of registration: <i>[insert JV's Member country of registration]</i>
4. Bidder's JV Member's year of registration: <i>[insert JV's Member year of registration]</i>
5. Bidder's JV Member's legal address in country of registration: <i>[insert JV's Member legal address in country of registration]</i>
6. Bidder's JV Member's authorized representative information Name: <i>[insert name of JV's Member authorized representative]</i> Address: <i>[insert address of JV's Member authorized representative]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers of JV's Member authorized representative]</i> Email Address: <i>[insert email address of JV's Member authorized representative]</i>
7. Attached are copies of original documents of <i>[check the box(es) of the attached original documents]</i> <input type="checkbox"/> Original Joint venture agreement and responsibility of partner of stamp paper
8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

8.3. Manufacturer's Authorization Form

[To be signed and stamped by the Bidders and to be attached with Technical Bid]

[See Clause 2.3.6 (iii) of the Instructions to Bidders.]

To: *[name of the Procuring Agency]*

WHEREAS *[name of the Manufacturer]*, who are established and reputable manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Agent]* to submit a Bid, and subsequently negotiate and sign the Contract with you against for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation to Bids.

[Signature for and on behalf of Manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidders in its Bid.

8.4. Bidders Profile Form

[To be signed & stamped by the Bidders and reproduced on the letter head. To be attached with Technical Bid]

Sr.#	Particulars
1.	Name of the company:
2.	Registered Office:
Address:	
Office Telephone Number:	
Fax Number:	
3.	Contact Person:
Name:	
Personal Telephone Number:	
Email Address:	
4.	Local office if any:
Address:	
Office Telephone Number:	
Fax Number:	
5.	Registration Details:

a) Audited Financial Statement Attachment/Income Tax Returns (three years)

Yes	No
-----	----

b) Details of Experience (Last _____ Years)

(i)	Similar Project (Agency/Department)	Item Name
(ii)	Value of total Projects/Tenders/POs	Amount

c) Staff Detail

Yes	No
-----	----

Stamp and signed by the Bidders _____

8.5. General Information Form

[To be signed & stamped by the Bidders and reproduced on the letter head. To be attached with Technical Bid]

	Particulars		
Company Name			
Abbreviated Name			
National Tax No.		Sales Tax Registration No	
		Company's Date of	
		Formation	

*Please attach copies of NTN, GST Registration

Registered Office Address		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

Stamp and signed by the Bidders _____

8.6. Affidavit

[To be printed on PKR 100 Stamp Paper, duly attested by oath commissioner. To be attached with Technical Bid]

Name: _____
(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by Procuring Agency if the Procuring Agency, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by the *[name of Procuring Agency]* of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the *[name of Procuring Agency]*. The undersigned further affirms on behalf of the firm that:

- (i) The firm is not currently blacklisted by the Procuring Agency and any other Govt. Department / Organization.
- (ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.
- (iii) Affidavit for correctness of information.
- (iv) Integrity Pact: Declaration Of Fees, Commission and Brokerage Etc. Payable By the Bidders of Goods, Services & Works in Contracts Worth Rs. 10.00 million Or More

[Name of the Bidders/ Bidders/ Bidders] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____

8.7. Performance Guarantee Form

[To be signed & stamped by the Bidders and reproduced on the letter head. To be attached with Technical Bid]

To,

Secretary

Environment Protection & Climate Change Department

Government of the Punjab

Address: Gate No. 8, National Hockey Stadium, Gaddafi Stadium, Ferozpur Road, Lahore

WHEREAS (Name of the Bidders) _____
hereinafter called "the Bidders" has undertaken, in pursuance of "INVITATION TO BID FOR THE
"Procurement of Fog Cannon Machines and Allied Equipment, Installation and
Commissioning for Project "Punjab Smog Mitigation and Response Initiative - Airsafe" for
Environment Protection and Climate Change Department"

procurement of the following:

1. [**Please insert details**].

(Here in after called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Bidder shall furnish you with an unconditional irrevocable bank guarantee by a scheduled bank for the sum specified therein as security for compliance with the Bidder's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Bidders a Guarantee;

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Bidders, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Bidders to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of _____ (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until _____ day of _____, 20____, or _____ [insert number of days] after the rectification of the Defects, whichever is later.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____

Date _____

8.7(a). Advance Payment Security

Title of Procurement:

Procurement of Fog Cannon machines With allied Equipment, Installation and Commissioning for Project “Punjab Smog Mitigation and Response Initiative - Airsafe” for Environment Protection and Climate Change Department

To:

Secretary

Environment Protection & Climate Change Department

Government of the Punjab

Address: Gate No. 8, National Hockey Stadium, Gaddafi Stadium, Ferozpur Road, Lahore

In accordance with the payment provision included in the Contract, in relation to advance payments, *[insert complete name of the Bidders (hereinafter called “the Bidder/Bidder”)]* shall deposit with the Purchaser a security consisting of *[indicate type of security]*, to guarantee its proper and faithful performance of the obligations imposed by said Clause of the Contract, in the amount of *[insert currency and amount of guarantee in words and figures]*.

We, the undersigned *[insert complete name of the guarantor]*, legally domiciled in *[insert full address of the guarantor]* (hereinafter “the Guarantor”), as instructed by the Bidders, agree unconditionally and irrevocably to guarantee as primary obligor and not as surety merely, the payment to the Purchaser on its first demand without whatsoever right of objection on our part and without its first claim to the Bidder, in the amount not exceeding *[insert currency and amount of guarantee in words and figures]*.

This security shall remain valid and in full effect from the date of the advance payment being received by the Bidders under the Contract until *[insert date (as day, month, and year)]*.

Name: *[insert complete name of person signing the Security]*

In the capacity of *[insert legal capacity of person signing the Security]*

Signed: *[insert signature of person whose name and capacity are shown above]*

Duly authorized to sign the security for and on behalf of *[insert seal (where appropriate) and complete name of the guarantor]*

Date: *[insert date of signing]*



8.8. Technical Bid Form

[To be signed & stamped by the Bidders and reproduced on the letter head. To be attached with Technical Bid]

Sr.	Item name	Brand name with Country of Manufacturer	Make & model	Quantity	Country of Origin	Specifications dimensions
1	Supply of Fog cannon machines with allied equipment specification as defined in SECTION-III			15		

Note: Bidders are required to attached Brochure, Catalog of Company, which showing the technical specification.

Stamp & Signature of Bidders _____

8.9 Contract Form

[To be signed & stamped by the Bidders and reproduced on the letter head. To be attached with Technical Bid]

THIS AGREEMENT made on the ____ day of _____ 20____ between *[name of Procuring Agency]* of *[country of Procuring Agency]* (hereinafter called “the Procuring Agency”) on the one part and *[name of Bidders]* of *[city and country of Bidders]* (hereinafter called “the Bidders”) on the other part:

WHEREAS the Secretary Environment Protection & Climate Change Department Government of the Punjab invited Bids for certain goods and related services, viz., **[Procurement of Fog Cannon Machines with Allied Equipment, Installation and Commissioning for Project “Punjab Smog Mitigation and Response Initiative - Airsafe” for Environment Protection and Climate Change Department]** and has accepted a Bid by the Bidders for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form, Annexures and the Price Schedule submitted by the Bidders;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring Agency’s Notification of Award.
 - (g) Complete Bidding document
3. In consideration of the payments to be made by the Procuring Agency to the Bidders as hereinafter mentioned, the Bidders hereby covenants with the Procuring Agency to provide the goods and services and to rectify defects therein in conformity with all respects in accordance with the provisions of the Contract.
4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of the goods and services and the rectification of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

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

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Signed, sealed, delivered by _____ the _____ (for the Bidders)

8.10. Financial Bid Form/Price Schedule

[To be signed & stamped by the Bidders and reproduced on the letter head. To be attached with Financial Bid]

Sr.	Item name	Quantity	Specifications/ dimensions	Country of Origin	Brand name, make & model	Unit price – PKR (inclusive of all taxes & duties etc.) in Figures	Unit price (inclusive of all taxes & duties etc.) in words	Total price in Figures – PKR (inclusive of all taxes & duties, DDP etc.)
	Supply of Fog Cannon Machines with allied Equipment specification as defined in SECTION-III	15						
1	Total Bid Prices in words inclusive of all applicable taxes, levies and duties.							

Note:

In case of difference between unit price and total price, unit price shall prevail and total price shall be “final”. (Please refer ITB clause 2.5.6). In case of difference between amount in “words” and amount in “figures”, amount in “words” shall be considered final.

- a) Evaluation shall be carried out on the basis of Total Bid Price.
- b) The contract will be awarded to the eligible qualified lowest evaluated Bidder.
- c) Unit Rates must be inclusive of all applicable taxes, duties and charges etc.
- d) Overwriting, cutting, or using fluid correctors in unit rates, as well as submitting incomplete or partially filled bids, will result in automatic rejection of the bid.
- e) Incomplete or semi filled bid shall be treated as non-responsive which may lead to cancellation of bid offered.
- f) The price of the Equipment shall be inclusive of cost of consumables with spares as defined by the original manufacturer of quoted / offered product for a One-year. No separate payment for consumables will be made.

- g) Bidders are required to submit a detailed breakdown of all equipment/machinery/Chassis included in their bid to the Procuring Agency.
- h) To ensure transparency and enable a thorough evaluation by the Procuring Agency, Bidders are required to provide a detailed, head-wise breakdown.
- i) Wherever make, model, brand, origin is given in this document may be treated as being demanded equivalent to the same.

Stamp & Signature of Bidders _____

8.10. Bid Security Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid]

Whereas *[name of the Bidders]* (hereinafter called “the Bidder”) has submitted its Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the goods]* (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called “the Bank”), are bound to *[name of Procuring Agency]* (hereinafter called “the Procuring Agency”) in the sum of for which payment well and truly to be made to the said Procuring Agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20__.

THE CONDITIONS of this obligation are:

1. If the Bidders withdraws its Bid during the period of Bid validity specified by the Bidders on the Bid Form; or
2. If the Bidders, having been notified of the acceptance of its Bid by the Procuring Agency during the period of Bid validity:
 - (a) Fails or refuses to accept correction of arithmetic errors in Financial Bid; or
 - (b) fails or refuses to execute the Contract Form, if required; or
 - (c) fails or refuses to furnish the Performance Guarantee, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of Bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

Sign & stamp by Bidders:

[Signature of the bank]

Section IX- Check List

[To be signed and stamped and presented on Bidder's letter head pad]

The provision of this checklist is essential prerequisite along with submission of tenders (with technical proposal).

Sr	Detail	Responsive	Non-responsive
1	Original receipt for purchase of tender along with Standard Bidding Documents.		
2	01% Bid Security of estimated cost of articles / items given by the department. The Bid security must be submitted with technical proposal.		
3	Active Registration with Income Tax Authorities (National Tax Number NTN) at least three years old		
4	Copy of active Registration with Sales Tax Authorities (STRN)		
5	Bidders JV Member information as per form 8.2		
6	Undertaking by the Bidders on their letter head for the compliance of delivery timeline, as asked in 13 th clause, subsection 2.1.3, bullet (iv) of Evaluation Criteria, of the Bid Data Sheet.		
7	Experience details executed by the Bidder form 8.4 with supporting documents required in Eligibility / Mandatory Criteria / Knock Down Criteria and Bid Evaluation Criteria sub-section (ii).		
8	Technical Bid Form (as per form 8.8 of Bidding documents) on letter head of the firm duly signed and stamped.		
9	Financial Bid Form (as per form 8.10 of Bidding documents) on letter head of the firm, duly signed and stamped.		
10	Bid Security Form (as per form 8.11 of Bidding documents) on letter head of the firm, duly signed and stamped.		
11	Performance Guarantee Form (as per form 8.7 of Bidding documents) on letter head of the firm, duly signed and stamped.		
12	General Information Form (as per form 8.5 of Bidding documents) on letter head of the firm duly signed and stamped.		

Sr	Detail	Responsive	Non-responsive
13	Affidavit (as per form 8.6) on non-judicial Stamp Paper of Rs. 100/- (i) The firm is not currently blacklisted by the Procuring Agency and any other Govt. Department / Organization		
	(ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document look at any stage. They shall be black listed as per Rules / Laws. (iii) Affidavit for correctness of information. (iv) Affidavit for correction of information Form (as per form of Bidding documents) on letter head of the firm, duly signed and stamped.		
14	i. Audited Financial Statements for the Three (03) Years ii. Bank statement of three years with supporting documents.		

Stamp & Signature of Bidders _____