

# **TENDER DOCUMENT**

**FOR THE PURCHASE OF MACHINERY & EQUIPMENT  
(AIR CONDITIONERS) DURING FY 2022-23**

**UNDER THE PROJECT  
“ESTABLISHMENT OF METER TESTING LAB AND ADDITIONAL  
ELECTRIC INSPECTOR OFFICES IN PUNJAB”**



**DIRECTOR TECHNICAL (POWER-I)  
O/o, CHIEF ENGINEER (POWER)  
ENERGY DEPARTMENT, PUNJAB  
OFFICE: 1<sup>st</sup> Floor, Central Design Building,  
Irrigation Secretariat, Energy Department,  
Old Anarkali, Lahore  
OFF: TEL: 042-99212794, FAX: 042-99212796.  
APRIL, 2023**



**OFFICE OF THE  
CHIEF ENGINEER (POWER)  
ENERGY DEPARTMENT**

Central Design Building, 1st Floor  
Irrigation Secretariat, Old Anarkali, Lahore  
(Ph: 99212794, 99212795, Fax: 9212796)

**SECTION-A**

**INVITATION TO BID**

**TENDER NOTICE FOR THE YEAR 2022-23  
FOR PURCHASE OF MACHINERY & EQUIPMENT (AIR CONDITIONERS)  
FOR THE SCHEME TITLED  
“ESTABLISHMENT OF METER TESTING LAB AND ADDITIONAL ELECTRIC  
INSPECTOR OFFICES IN PUNJAB”**

Sealed tenders / bids are invited on single stage-one envelope basis for the Purchase of Air Conditioners under the ADP scheme titled "Establishment of Meter Testing Lab and Additional Electric Inspector offices in Punjab". Completed bids in all respect should reach the office of Chief Engineer (Power), Energy Department, Government of the Punjab 1<sup>st</sup> Floor Central Design Building, Irrigation Secretariat Old Anarkali, Lahore on or before **15-05-2023 at 10:00 AM**. The tender will be opened on the same day at **10:30 AM** in the same venue in the presence of bidder's representatives who may like to attend the Bid Opening meeting. Full specifications of Air Conditioners alongwith terms and conditions are given in the tender documents.

**Estimated Cost: Rs.2,400,000/-**

<b>MACHINERY &amp; EQUIPMENT</b>		
<b>Sr. #</b>	<b>Item</b>	<b>Quantity</b>
1	DC Inverter Split Air Conditioners (1.5Ton)	10

**TERMS & CONDITIONS:**

1. The procurement shall be completed in accordance with Punjab Procurement Rules, 2014 (amended up to date) on a Single-Stage, one Envelop bidding procedure.
2. A complete set of Tender Document is available in the office of undersigned and can be purchased at the cost of Rs. 1000/- deposited in National Bank of Pakistan on a written request through authorized person of bidder during office working hours (09.00 AM to 05.00 PM) from the date of publication of this Tender on PPRA and Energy Department websites up to one day before the closing day.
3. The lowest compliant bidder should be in a position to deliver and install the Air Conditioners in Lahore, Faisalabad, Multan, Islamabad, Bahawalpur, Gujranwala & Sargodha within Fifteen (15) days after the issuance of purchase order.
4. Quoted prices must be inclusive of all applicable taxes and other charges/expenses like handling, loading, transportation and installation etc. Quoted prices must also be inclusive of cost for the free maintenance of above mentioned items for a period of one year.
5. Quoted price shall be valid for Three (3) months from the opening date of the bids.
6. Income Tax and GST will be deducted as per rules.
7. This office has the right to cancel the tender without assigning any reason thereof as per Punjab Procurement Rules, 2014.
8. The Bidder shall furnish as part of his bid, a Call Deposit/Pay Order of Rs.48,000/-(as 2% of the estimated bid price amount to Rs. 2,400,000/-) as Earnest Money crossed in favor of “**Chief Engineer (Power), Energy Department Govt. of the Punjab Lahore**”. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal. In case of cancellation of Purchase Order as default of the Supplier the earnest money shall be

forfeited in favor of **Chief Engineer (Power) Energy Department Govt. of the Punjab Lahore.** (Earnest Money will be returned/released in case of failure to win the tender).

9. In case of holiday on the closing or opening date, next date shall be considered as closing or opening day, as the case may be.
10. In case any further clarification, please contact the undersigned in office hours.
11. The bids shall be submitted in sealed envelope on the following address, clearly showing the name of tender.

**Director Technical (Power-I)**  
O/o, Chief Engineer (Power)  
Government of the Punjab  
1<sup>st</sup> Floor Central Design Building,  
Irrigation Secretariat Old Anarkali, Lahore  
OFF: TEL: 042-99212794, FAX: 042-99212796.

## **SECTION-B**

### **INSTRUCTIONS TO THE BIDDERS**

1. The Chief Engineer (Power), Energy Department intends to purchase the Machinery & Equipment (Air Conditioners) from the Firms / Suppliers / Dealers registered with Sales Tax & Income Tax Departments on the basis of wholesale rates
2. In case you are the Registered Firm as mentioned above for the FY 2022-23, you are invited to submit your bids for the subject to the terms and conditions mentioned below:
  - i. The bidder shall submit a single stage one envelope bid completed, signed, stamped, sealed in conformity with the Tender Document.
  - ii. The bids of the firms / supplier who are not registered with Income Tax and GST Departments shall be rejected and disqualified being non-responsive.
  - iii. The bidder shall be quote price of item inclusion of all applicable duties & taxes as mentioned in Annex-A of this Tender Document.
  - iv. The procurement shall be completed in accordance with Punjab Procurement Rules 2014 (Amended up-to-date) on a Single Stage-One Envelope Procedure.
  - v. Brand new and original goods as per specifications mentioned at **Annex-A** of this tender document shall be supplied and installed in the offices of **Chief Engineer (Power), Government of the Punjab 1<sup>st</sup> Floor Central Design Building, Irrigation Secretariat Old Anarkali, Lahore, Electric Inspector Lahore-I, Electric Inspector Lahore-II, Electric Inspector Faisalabad, Electric Inspector Multan, Electric Inspector Bahawalpur, Electric Inspector Gujranwala, Electric Inspector Sargodha & Electric Inspector Islamabad Regions; as per quantity mentioned in Annex-A at no additional cost within 15 days from the date of the issuance of Purchase Order;** otherwise, the bid security shall stand forfeited and the firm shall be blacklisted.
  - vi. All bids should include:
    - a. Company's profile, list of clients with their telephone number and address.
    - b. Brochures and other technical material of the quoted equipment.
    - c. The Call Deposit Receipt/ Pay Order / Demand Draft @2% of the estimated price as Bid Security in favour of Chief Engineer (Power), Energy Department, Government of the Punjab 1<sup>st</sup> Floor Central Design Building, Irrigation Secretariat Old Anarkali, Lahore shall be submitted along with the sealed bid. Any bid not accompanied by Bid Security shall be rejected & disqualified being non-responsive.
  - vii. The estimated price of this tender is Rs. 2,400,000/- of this tender.
  - viii. The validity of bid shall be for a period of 90 days from the date of opening of the bids.
  - ix. The Bid Security shall be returned to the un-successful bidders upon the award of the Purchase Order to the Successful Bidder or on the expiry of the validity of bid security whichever is earlier.

- x. The Bid Security of successful bidder shall be released after the submission of performance security.
- xi. The bids not submitted according to the terms & conditions of this Tender Document or by the time fixed for the receipt of the bids shall not be taken into consideration.
- xii. The Successful bidder shall furnish a Call Deposit Receipt/ Pay Order / Demand Draft as Performance Security @ 10% of the bid price quoted by the bidder, within Three (03) days after the receipt of Letter of Acceptance (LOA) from the procuring agency. Failure of the Successful bidder to submit an acceptable performance security shall constitute sufficient grounds for the annulment of the award of work and forfeiture of the Bid Security.
- xiii. The procuring agency may reject all bids or proposals at any time prior to its acceptance. The procuring agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.
- xiv. No bidder shall be allowed to alter or modify his bid after the closing time for the submission of his bid. The procuring agency may, if necessary after the opening of the bids, seek and accept such clarifications of the bid as do not change the substance of the bid. Any request for clarification in the bid, made by the procuring agency and its response, shall invariably be in writing.
- xv. The procuring agency reserves the right not to accept the supply if it is not according to the specifications or does not fulfill the conditions of the Tender Document, or is otherwise substandard or is defective and to demand compensation, withhold payment and proceed to blacklist the firm.
- xvi. The rates offered shall be inclusive of all applicable duties & taxes including handling, loading and transportation / distribution etc.
- xvii. Blacklisted firms are not eligible to participate in this tender.
- xviii. All applicable Taxes shall be deducted from the total bid price as per rules & regulations.
- xix. The bids shall be received in the office of Chief Engineer (Power), Energy Department, Government of the Punjab, 1<sup>st</sup> Floor Central Design Building, Irrigation Secretariat Old Anarkali, Lahore on or before **15.05.2023 at 10.00 A.M.** The bid shall be opened by the notified Committee **at 10:30 AM** on the closing day on the same venue in the presence of the representatives of the bidders who may wish to attend the bid opening meeting.
- xx. 100% payment of the total value of the bill/purchase order will be released subject to:
  - a) Completion of the delivery and installation of the Air Conditioners in respective offices with the specifications mentioned in the Purchase Order.
  - b) Submission of Performance Security (CDR to be issued by any renowned schedule bank) being 10% of the total bid value for the warranty period. Guarantee

shall be released after successful completion of warranty period of one year. Failing to submit the Bank Guarantee 10% of the bids value, bidder shall be liable to deposit 10% amount of the bid value with this office which shall be retained till to the successful completion of warranty period.

- xxi. The Bid security may be forfeited if a Bidder withdraws its Bid during the period of Bid validity i.e. 90 days from the date of opening of bid.
- xxii. The bids of the firms / suppliers / dealers who did not purchase the signed copy of the tender Document from the office of the undersigned, shall not be accepted.
- xxiii. In case of violation of any Clause of this Tender Document, shall make the bidder disqualified.
- xxiv. To blacklist a firm, if required, the mechanism for blacklisting as per rule 21 of Punjab Procurement Rules, 2014 will be followed.

**Director Technical (Power-I)**  
O/o, Chief Engineer (Power)  
Government of the Punjab  
Energy Department  
1<sup>st</sup> Floor Central Design Building,  
Irrigation Secretariat Old Anarkali, Lahore  
OFF: TEL: 042-99212794, FAX: 042-99212796.

**As owner(s) of**

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

It is certified that I / We:

- a) are Registered Firm / Supplier / Dealer with Sales Tax & Income Tax Departments.
- b) Accept the terms and conditions as laid down in this Tender Document and advertisement Tender Notice.
- c) Shall observe all the conditions & rules/regulations framed by Government of the Punjab for the purpose and shall supply the goods as per specifications and the terms & conditions of this Tender Document.
- d) Supply and install Air Conditioners as per specifications given in **Annex-A**.
- e) Purchase the Tender Document

**Signature and Stamp of the Bidder**

<b>MACHINERY &amp; EQUIPMENT</b>		
<b>Sr. #</b>	<b>Description/Specification</b>	<b>Qty</b>
1	<b>DC Inverter Split Air Conditioners</b> 18000 BTU (1.5 Ton), Wall mounted type, Voltage level 220-240V (Both heating and Cooling functions) with low voltage support, LED display, Remote Control with air purification system, color white, Auto Restart. 10 Years Compressor Warranty, 4 years electronic PCB Kit warranty, 2 Years Condenser & evaporator coil Warranty, 01 year parts & service warranty. Complete Installation of Air Conditioners (indoor & outdoor unit) alongwith standard piping & wiring of 10 feet at respective offices.	<b>10</b>

**DETAIL OF MACHINERY AND EQUIPMENT SUPPLIES AT DIFFERENT OFFICES**

<b>Particulars</b>	<b>C.E.P</b>	<b>EIL-I</b>	<b>EIL-II</b>	<b>EIG.</b>	<b>EIF.</b>	<b>EIM.</b>	<b>EI.Isd</b>	<b>EI.Sgd</b>	<b>EI.Bwp</b>	<b>Total</b>
DC Inverter Split Air Conditioners	2	1	1	1	1	1	1	1	1	<b>10</b>

**ABBREVIATIONS**

<b>Sr #</b>	<b>Abbreviation</b>	<b>Detail</b>
1	C.E.P	Chief Engineer (Power).
2	EIL-I	Electric Inspector, Lahore Region-I, Lahore.
3	EIL-II	Electric Inspector, Lahore Region II, Lahore.
4	EIG	Electric Inspector, Gujranwala Region, Gujranwala.
5	EI.Isd	Electric Inspector, Islamabad Region, Islamabad.
6	EI.Sgd	Electric Inspector, Sargodha Region, Sargodha.
7	EIF	Electric Inspector, Faisalabad Region, Faisalabad.
8	EIM	Electric Inspector, Multan Region, Multan.
9	EI.Bwp	Electric Inspector, Bahawalpur Region, Bahawalpur.

**FORM OF BID**

Date: \_\_\_\_\_ / \_\_\_\_\_ /2023

Tender No. \_\_\_\_\_

**Director Technical (Power-I)  
O/o, Chief Engineer (Power)  
Government of the Punjab  
Energy Department  
1<sup>st</sup> Floor Central Design Building,  
Irrigation Secretariat Old Anarkali, Lahore  
OFF: TEL: 042-99212794-95,FAX: 042-99212796**

**Gentlemen,**

1. Having examined the terms & conditions to Tender Notice and Specifications of goods / supplies mentioned at Annex-A of the Tender Document bearing No. \_\_\_\_\_ dated \_\_\_\_\_/2023, the receipt of which is hereby acknowledged We, the undersigned, offer to supply and deliver all items in conformity with specifications mentioned in tender Document and conditions of Tender for the sum of Rs. \_\_\_\_\_/-including GST & other applicable taxes for all tender items(Rupees \_\_\_\_\_ in words).
2. Our bid price shall be valid for a period of 90 days from the date of opening of Bid.
3. The validity of Bid Security shall be as per Tender Document.
4. If our Bid is accepted, we shall deliver and install the required items mentioned in the tender Document within 15 days from the date of issuance of Purchase Order.
5. We agree to abide by the terms & conditions of the Tender from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Until a formal Purchase Order(s) is placed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.

Dated: this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

Signature \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly authorized to  
sign bids for and on behalf of

\_\_\_\_\_  
(Name of Bidder in Block Capitals)

Complete address: \_\_\_\_\_

Fax No. \_\_\_\_\_ Telephone No. \_\_\_\_\_

\_\_\_\_\_  
(Signature & Stamp)

**WITNESS:**

1) \_\_\_\_\_

2) \_\_\_\_\_

## Bidder Profile Form

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

Sr.#	Particulars
1.	Name of the company:
2.	<b>Registered Office:</b>
	Address:
	Office Telephone Number:
	Fax Number:
3.	<b>Contact Person:</b>
	Name:
	Personal Telephone Number:
	Email Address:
4.	<b>Local office if any:</b>
	Address:
	Office Telephone Number:
	Fax Number:
5.	<b>Registration Details:</b>
	<b>National Tax No.</b>
	<b>Sales Tax Registration No.</b>

### Details of Experience (Last \_\_\_\_\_ Years)

Sr. No.	Similar Project (Agency/Department)	Description	Amount of P.O/Tender
1			
2			
3			
4			
5			
6			

## Affidavit

[To be printed on PKR 100 Stamp Paper, duly attested by oath commissioner.

To be attached with Bid]

**Name:** \_\_\_\_\_

*(Applicant)*

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

The undersigned further affirms on behalf of the firm that:

- (i) The firm is neither currently blacklisted by any Department nor any litigation is pending before PPRA or any other court of law competence in this regard against any such blacklisting order.
- (ii) The Document /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.

Signed by an authorized Officer of the company

Title of Officer: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Date: \_\_\_\_\_