

## **TENDER DOCUMENTS**



**Cadet College Hasanabdal**

**Main G.T Road, Hasan Abdal**

**Phone # 0319-555-1-444**

**Fax # 057-2520203**



## **Procurement of Rice**

### **PART-A**

#### **(Bidding Procedure and General Terms & Conditions)**

Cadet College Hasanabdal invites sealed tenders / quotations for the Supply of Super Basmati rice for Cadets Mess:

#### **Procedure**

Single Stage One Envelope bidding procedure will be adopted.

- i) The bidders are required to submit Proposal in accordance with the specifications given at "Part-B", of the Tender Documents with the estimated price.
- ii) The Authority may revise, delete, modify or add any aspect of the technical requirement after having discussions with bidders.

#### **General Terms & Conditions**

The tender should submit complete profile/portfolio covering the following details;

- a) The bidder will be required to give the following detailed:-
  - i) Full name with location of head office/branch office of firm along with postal address, telephone, fax, e-mail, details of organizational/ administrative setup and local office in Islamabad/Rawalpindi, if any;
  - ii) Year of establishment (documentary proof be attached)
  - iii) Banker's name & contract details;

- b) The firm should be registered with Income Tax/Sales Tax Department. (Documentary evidence be attached) Proof of payment of IncomeTax/Sales Tax during last three financial years may also be attached;
- c) The bidder will be required to submit bid a security of Equal to 2% amount of the estimated Cost in form of Demand Draft/Pay Order in favour of **“Principal Cadet College Hasanabdal”**.
- d) The bidder will be required to mention overall experience for execution of similar tasks at its credit. Attach the list of clients, performance certificates from clients and completion certificates etc. The firm must have minimum five (5) year experience of or execution of similar tasks;
- e) The bidders are required to mention in their technical proposal the total time required for supply, if any.
- f) Sealed Proposals along with the Financial Proposal in single envelopes are required to be delivered to the office of the undersigned latest by 11:00 a.m on 27 May, 2025. The Technical Proposals & Financial Proposals will be opened on the same date at 11.30 am in the presence of the bidders or their authorized representatives, who may like to be present.
- g) The bid validity period will be Thirty (30) days, starting from the date of opening of the bids;
- h) An original and latest undertaking/affidavit on judicial paper that the contractor/firm and its employee(s) have never been blacklisted by any government, semi-government, autonomous or state owned organization and their cases regarding black listing are not under trial by any Court of Law;
- i) The bidders should examine carefully the terms & conditions of the tender. Clarification if any, about the tender may be obtained from the undersigned before submitting tenders. No clarification/amendments in the financial bid will be accepted once the bids have been submitted;



- j) Rates quoted must be including all taxes, duties, octroi, permits, licenses fees or other levies for the execution of subject work and remedying defects, if any therein;
- k) The contract will be awarded to the lowest evaluated bidder only after the acceptance of sample;
- l) Payment of the bills will be subject to the deduction of government taxes, within two weeks and subject to the acceptance certificate issued by the Principal, Cadet College Hasanabdal.
- m) Cadet College Hasanabdal reserves the right to extend the opening date of the bids, cancel/reject any or all bids or proposals at any time prior to the acceptance of a bid or proposal.

**PART-B**

S.NO	Item	Qty	Amount in Rs / Bag
1	Basmati Rice (Single Polish) 320 x Bags of 50 KG Each	320 Bags (16000 KG)	
	<b>Total Amount (Inclusive of all Taxes)</b>		

**Name of Contractor** : \_\_\_\_\_

**Address** : \_\_\_\_\_

\_\_\_\_\_

**CNIC/ NTN** : \_\_\_\_\_

**DD #** : \_\_\_\_\_

**DD Amount** : **Rs** \_\_\_\_\_

**Note:** Quantities mention above may vary at the time of execution of work at site with the approval of authorities if required; payment will be made on actual measurement / quantities at site.