



Government of Pakistan  
**PAKISTAN TELECOMMUNICATION AUTHORITY**  
Headquarters, F-5/1, Islamabad  
<http://www.pta.gov.pk>

"SAY NO TO CORRUPTION"

Tender Notice No.3/2016/Admin/PTA

## **Invitation to Bids**

**[For Supply / Installation of Miscellaneous items i.e. Machinery /Equipment, Revolving Chairs, Kitchen wares/Utensils, Blanket/Quilt/Bed Sheets etc.]**

Pakistan Telecommunication Authority a Government Telecom Regulator invites sealed bids from suppliers/firms/contractors etc., registered with Income Tax and Sales Tax Departments and who are on active taxpayers list of the Federal Board of Revenue, for supply of Miscellaneous items i.e. Machinery /Equipment, Revolving Chairs, Kitchen wares/Utensils, Blanket/Quilt/Bed Sheets etc.

2. Bidding documents containing detailed terms and conditions etc. are available at Room No. 214, 2nd Floor PTA H/Q, Islamabad. Price of the bidding documents is Rs.200/- (Cash non-refundable). Bidding documents can also be downloaded from [www.pta.gov.pk](http://www.pta.gov.pk) free of cost.
3. The bids, prepared in accordance with the instructions in the bidding documents must reach at Room No. 214, 2nd Floor, PTA H/Q on or before **27-04-2017** up till 1030 hours. Bids will be opened the same day at 1100 hrs . This advertisement is also available on PPRA website at [www.ppra.org.pk](http://www.ppra.org.pk).

**Assistant Director (Admin)**

PTA H/Q, F-5/1, Islamabad

Tel: 051-2878131, Fax: 051-2878149

[munir@pta.gov.pk](mailto:munir@pta.gov.pk)



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**Bidding Documents for Supply /Installation of Miscellaneous Items i.e. Machinery  
/Equipment, Revolving Chairs, Kitchen wares/Utensils, Blanket/Quilt/Bed  
Sheets etc.**

The bids will be received on or before **27-04- 2017** up till **1030** hours in the office of the undersigned at PTA Headquarters, Islamabad, and will be **opened on the same day at 1100 hours in PTA Auditorium.**

1. Name of Firm/Supplier/Contractor : \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Contact Person: \_\_\_\_\_
4. Telephone No: \_\_\_\_\_
5. Fax No: \_\_\_\_\_
6. GST Reg. No: \_\_\_\_\_
7. National Tax Number: \_\_\_\_\_
8. Mandatory Attachments
  - a. Copy of NTN & GST certificate.
  - b. Demand Draft/Pay order as bid security earnest money equivalent to 2% of total bid price (Refundable).
  - c. Affidavit on stamp paper (original) that firm is not black listed. Stamp paper should be issued after advertisement date.

**Terms & Conditions:**

1. Tender Notice issued on the websites of PPRA/PTA is part of this bidding document.
2. Bid should be addressed to the Director (Administration), Pakistan Telecommunication Authority, F-5/1, Islamabad.
3. The bidder should quote item rates clearly on the bid performa attached with bid documents. Over writing/Cutting will not be accepted.
4. Bid amount shall be inclusive of GST .
5. The rates quoted shall remain valid for 120 days of bid opening.
6. Earnest money (bid security) in the shape of pay order / bank draft from any scheduled bank of Pakistan in favour of Pakistan Telecommunication Authority Islamabad, equivalent to 2% of total bid price (Refundable) should be attached with the bid (Cheque will not be accepted). Bids without required earnest money (in the shape of pay order) shall be rejected forthwith.

7. The bids shall be evaluated on total cost basis. The work shall be awarded to the bidder submitting the lowest total bid price.
8. Earnest money of unsuccessful bidder shall be returned within 30 days of issuance of supply order.
9. Retention money shall be equivalent to 6% of total bid price of successful bidder. Earnest money of successful bidder shall be retained as retention money and amount (if any) exceeding the earnest money shall be deducted from the payment or separately through pay order / bank draft from any scheduled bank of Pakistan in favour of Pakistan Telecommunication Authority.
10. Warranty period of machinery (i.e. Microwave oven, Refrigerator, Vacuum Cleaner etc) shall be of one year or as provided by the manufacturer whichever is higher. Retention money shall be released after completion of warranty period subject to no fault.
11. The successful bidder shall be responsible to correct any fault occurring during the warranty period of supply at his own cost. Otherwise the amount spent on correcting the fault shall be deducted against the retention money with held by PTA.
12. Rates for items mentioned in bidding documents with brand/model may be quoted for same model/brand or equivalent standard items.
13. The item supplied should be according to quality, quantity and specification as list of items.
14. Items must be delivered at PTA H/Q, Islamabad as per list within 15 days after issuance of supply order and machinery items must be installed as instructed by Deputy Director (CW) . If items not delivered within time limit then 1% of total bid price as penalty per week will be imposed upto maximum of four (04) weeks. After four weeks the supply order shall stand cancelled.
15. Bid security will be forfeited and supply order will be awarded to next lowest bidder if successful bidder does not supply / install the equipment in accordance within time limit.
16. No transportation / carriage charges or other any charges will be paid by PTA for delivery of items and during installation of machinery /equipment.
17. Payment shall be made on submission of invoice after issuance of Physical Inspection Report by PTA Purchase Committee.
18. Taxes (income tax and GST etc) will be deducted at source as per Government rules. Further, penalty (if any) shall also be deducted from the payment due to the vendor.
19. If any clause of bid document not accepted by bidder, then bid will be rejected.
20. Pakistan Telecommunication Authority, Islamabad reserves the right to accept or reject whole or partially the tender as per PPRA Rules.

- For any further clarification may contact the undersigned on Tel: 051 –2878131.

*(Muhammad Muneer)*  
Assistant Director (Admin)

**Contract for Supply /Installation of Miscellanies Items i.e. Machinery  
/Equipment, Revolving Chairs, Kitchen wares/Utensils, Blanket/Quilt/Bed  
Sheets etc.**

This agreement for provision and supply/installation of miscellanies items is made out as of \_\_\_\_\_, 2017 by and between **FIRST PARTY** \_\_\_\_\_ (hereinafter referred to as the **“Supplier/Contractor”**) Islamabad

**AND**

**SECOND PARTY Pakistan Telecommunication Authority “PTA”**  
Headquarters, Islamabad (hereinafter referred to as the **“Client”**).

The Agreement between \_\_\_\_\_ **“Supplier/Contractor”** and PTA **“Client”** is comprised on following underneath terms and conditions:-

- i. Subject to terms and conditions of this agreement and bidding documents the 1<sup>st</sup> Party agrees to provide / supply and install miscellanies items i.e. Machinery /Equipment, Revolving Chairs, Kitchen wares/Utensils, Blanket/Quilt/Bed Sheets etc. as mentioned in bidding documents at PTA HQ / PTA Hostel, H-10/4, Islamabad as advised by DD(CW/Admin).
- ii. The Contract can be terminated if Miscellaneous items i.e. Machinery /Equipment, Revolving Chairs, Kitchen wares/Utensils, Blanket/Quilt/Bed Sheets etc. does not meet the specifications, terms & conditions mentioned in bidding documents.
- iii. The 1<sup>st</sup> Party shall supply/install of Miscellaneous items i.e. Machinery /Equipment, Revolving Chairs, Kitchen wares/Utensils, Blanket/Quilt/Bed Sheets etc as per supply order/terms & conditions mentioned in bidding documents and 2<sup>nd</sup> Party will not be responsible to provide any support/other items during supply/installation.
- iv. In case of any dispute or difference, the case will be referred to Purchase Committee of the Client for amicable settlement /resolution of the dispute at first stage.
- v. At the 2<sup>nd</sup> stage the case will be referred to Authority of the 2<sup>nd</sup> Party through Director (Administration). The decision of the Authority to settle the issue amicably will be final and will not be challenged in any court of Law.

- vi. In the event of failure of amicable settlement of dispute as above, either party of this contract may refer the matter of dispute to arbitration under the provision of Arbitration Act, 1940 and the rules issued thereunder, at Islamabad, Pakistan.
- vii. No variation in or modification to the terms of this Contract shall be made, except be a written amendment/modification duly agreed and signed by both the parties hereto.

**This Agreement shall be governed by the Laws of the Land.**

**SIGNATURES:-**The agreement must be read and understood as it is a binding legal document once signed by both the parties.

**SIGNED ON BEHALF OF**

For and on behalf of 1<sup>st</sup> Party  
Supplier/Contractor

For and on behalf of 2<sup>nd</sup> Party  
Pakistan Telecom Authority

Witnesses:

1. \_\_\_\_\_

2. \_\_\_\_\_

## Bid Performa for Quoting of Rates

S.No.	Description	Quantity	Rate Per Unit (Rs)	Total Cost (Rs)	GST	Total Cost Inclusive GST (Rs)
1	Supply & Installation of Refrigerator Make Dawlance or Equivalent Specification minimum or above: Capacity: 90-3.17 (L/cu. ft). Dimension (WxHxD) MM: 840 x 490 x 515mm Color: As approved by Engineering Incharge.	2 Nos.				
2	Supply & Installation of 32" LED TV Make. Samsung/Sony or equivalent as approved by Engineering Incharge. Specification minimum or above: Ports HDMI 2 Ports, USB 2, Component 1, Composite in A/V 1, RF in cable input 1, PC Jack/VGA 1, Digital Audio Out 1, Speaker Built in.	2 Nos.				
3	Supply & Installation of 40" LED TV Make. Samsung/Sony or equivalent as approved by Engineering Incharge. Specification minimum or above: Ports HDMI 2 Ports, USB 2, Component 1, Composite in A/V 1, RF in cable input 1, PC Jack/VGA 1, Digital Audio Out 1, Speaker Built in.	4 Nos.				
4	Supply of Microwave Oven Make. Dawlance/ LG or Equivalent as approved by Engineering Incharge. <b>Features minimum or above:</b> 20 L, 60 Minutes Timer, 10 Auto Cooking Menus, Auto Defrost & Auto Reheat, Cooking –end Remembering Function, Power – 800W (Microwave)	1 Nos.				
5	Supply of Drum Type Vacuum Cleaner with Blower of 2000 Watts, Westpoint WF-3661 - or equivalent as approved by Engineering Incharge.	1 Nos.				
6	Supply of Visitors Chairs (Revolving) as approved by Engineering Incharge. Providing and all around back support. Gas lift for height adjustment. Imported base.	20 Nos.				
7.	Supply of Visitor Chairs (Fix) Steel Frame as approved by Engineering Incharge.	15 Nos.				

8.	Supply of Executive Chairs (Revolving) as approved by Engineering Incharge. Providing and all around back support. Thick Seam sewn, Low Back. Swival reclining. Gas lift for height adjustment. Imported base.	3 Nos.				
9	Supply of Jafri (Wooden Shehmum) Fine Quality, Size 8'x6'(one part is 2') as approved by Engineering Incharge	02 Nos.				
10	Supply of Single Bed Sheet white (saten) as approved by Engineering Incharge.	12 Nos.				
11	Supply of Double Bed Sheet white (saten) as approved by Engineering Incharge.	12 Nos.				
12	Supply of Electric Iron make Black & Decker model F-300 or equivalent of MIN 1000Watt.	4 Nos.				
13	Supply of Pillows with cover as approved by Engineering Incharge	10 Nos.				
14	Supply of Blanket (2 ply) Single Bed make Korean/Irani or equivalent as approved by Engineering Incharge,	8 Nos.				
15	Supply of Quilt/ Razi Single Bed make Pakistni, Master/Robi or equivalent as approved by Engineering Incharge.	8 Nos.				
16	Supply of ¾ dia Pvc Garden Pipe make master or equivalent, fine quality as approved by Engineering Incharge	200 rft				
17	Supply of Pressure Cooker 14 ltr or above, make master/majestic or equivalent as approved by Engineering Incharge	2 Nos.				
18	Supply of Patela Set (1 to 10) Silver Steel or equivlant, make Super Asia /majestic or equivalent as approved by Engineering Incharge. (Rate must be quoted in per KG)	40 Kg				
19	Supply of Sweet Bowl Set (Glass) for six persons, imported as approved by Engineering Incharge	2 Set				
20	Supply of Curry Bowls (Donga) (Imported) for six persons as approved by Engineering Incharge	6 Nos.				



21	Supply of Water Set imported as approved by Engineering Incharge	10 Set				
22	Supply of Dinner Set for 08 Persons, Fine Quality imported as approved by Engineering Incharge	2 Set				
23	Supply of Thermos One Ltr, Fine Quality imported as approved by Engineering Incharge	2 Nos.				
24	Supply of Cups with Saucer Fine Quality as approved by Engineering Incharge (six pieces of each set).	10 Set (6 pieces of each set)				
25	Supply of Stainless Steel Fork, Fine Quality as approved by Engineering Incharge	5 Dozen				
26	Supply of Stainless Steel Rice Spoon (Table Spoon) Fine Quality as approved by Engineering Incharge.	5 Dozen				
27	Supply of Stainless Steel Tea Spoon Fine quality as approved by Engineering Incharge.	5 Dozen				
28	Supply of Stainless Steel Serving Spoon (04 Rice + 04 Curry) Fine Quality as approved by Engineering Incharge.	8 Nos.				