



Government of Pakistan

# PAKISTAN TELECOMMUNICATION AUTHORITY

Headquarters, F-5/1, Islamabad, <http://www.pta.gov.pk>

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

## **Tender Notice** **FOR MAKING WOODEN CABINET/ALMIRAH**

Pakistan Telecommunication Authority, Zonal Office, 165 Abid Majeed Road, Lahore Cantt invites sealed bids from the Contractors, registered with Income Tax and Sales Tax Departments for making cabinet/Almirah.

Bidding documents, containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification / rejection of bids, performance guarantee etc. are available for the interested bidders at Pakistan Telecommunication Authority, Zonal Office, 165 Abid Majeed Road, Lahore Cantt. Price of the bidding documents is Rs. 500 (Non Refundable). Bidding documents can also be downloaded from <http://www.pta.gov.pk> free of cost.

The bids, prepared in accordance with the instructions in the bidding documents, must reach at Pakistan Telecommunication Authority, 165-Abid Majeed Road Lahore Cantt on or before 31st March 2016 at 1100hours by hand or through registered post. Bids will be opened the same day at 1130hours in conference room. This advertisement is also available on PPRA website at [www.ppra.org.pk](http://www.ppra.org.pk).

**Zonal Director**

165-Abid Majeed Road, Lahore Cantt.

Ph. 042 36665022, Fax. 042 36654009, email.[ptalahore@pta.gov.pk](mailto:ptalahore@pta.gov.pk)

**“MAKING WOODEN CABINET/ALMIRAH  
AT PTA ZONAL OFFICE BUILDING,  
LAHORE”**

# **TENDER DOCUMENTS**

- 1. Special stipulations**
- 2. Bill of Quantities**
- 3. Draft Agreement**

<b>PAKISTAN TELECOMMUNICATION AUTHORITY</b>	
<b><u>SPECIAL STIPULATIONS</u></b>	
<b><u>MAKING WOODEN CABINET/ALMIRAH AT PTA ZONAL OFFICE BUILDING, LAHORE</u></b>	
1	The stipulations outlined hereunder in the form of a table summarize certain terms & conditions and these stipulations will be an integral part of the contract:
2	Pricing and evaluation will be considered on the item rates whereas, Final Payment will also be made by measuring actual quantities on itemized basis
3	No claim on Escalation during the currency of Contract will be entertained
4	Arbitration In case of any dispute or conflict between Contractor and Employer, the case will be referred to ZPC PTA Lahore.
5	PTA has full right to execute any portion of work or whole work or cancel the execution of whole work and full right to increase or decrease the quantum of work or quantities.
6	Amount of Earnest Money 2% of total quoted rate of tender amount.
7	Form of Earnest Money Either a pay order or bank draft from schedule bank in favor of PTA.
8	Earnest Money Earnest Money of successful bidder will be retained as part of retention Money. Earnest money of un-successful bidder will be returned on Employer issuing of Work Order but not later than 30 days from the date of opening bids. If contractor fails to undertake the work within stipulated time period its 2% earnest money will be forfeited in favour of PTA.
9	Retention Money Retention Money is limited to 10% of the contract value. 2 % Earnest money of successful bidder will be converted into retention money and remaining 8 % will be deducted from running payments.
10	Release of Retention Money Retention Money will be released after 1 year i.e. 365 calendar days after the issuance of certificate of successful completion of work.
11	Time of commencement of work Within 07 days of the issuance of Notice of Award of work.
12	Time of completion of work 60 days from the commencement of work less rainy days.
13	Payment Schedule Only one running payment will be made to the contractor for which he will submit the bill. The payment will be made after verification of works by Zonal Director & ZPC PTA Lahore.
14	Claim of rainy days To claim the relaxation due to rainy days will be given only on the recommendation of the Zonal Director Lahore. In this regard application is to be given on the rainy day to the Director and document clearly showing his recommendation for inclusion in rainy days be kept in record. This document be provided for claim and without this no claim will be entertained

15	Imposition of Penalty for non completion of the work within stipulated time	0.1% of the contract price per day of the unfinished work(s) on the date of completion and maximum up to the extent of 10 % of the project cost.
16	Insurance against injury to workmen	Safety of its employees from injury will be responsibility of the contractor.
17	In complete tender/bids will be rejected forthwith.	
18	Over writing/cutting/omissions are not allowed on the bid. Bids with the over writing/cutting will be rejected forth with. If some overwriting and cutting has been done while preparing the bid, new documents are to be purchased at the cost mentioned in advertisement and bid will be submitted on fresh documents.	
19	You will work under the technical guidance of Zonal Director (Lahore)	
20	All material will be checked and approved by the Zonal Director (Lahore) before commissioning of work.	
21	Bid money/ values in BOQ should be inclusive of all applicable taxes i.e. GST or any other tax imposed by GOP etc.	
22	Tax will be deducted as per GOP rules.	
23	Provision of NTN copy along with the bid	
24	Bill should clearly indicate the NTN no.	
25	The language of the document is English	
26	The final bid/Grand Total should be expressed in numerical as well as in words.	
27	In case of any dispute/arithmetical error the rates mentioned at UNIT RATES will prevail and bid will be corrected by multiplying unit rates with quantity given.	
28	Bill must be submitted with in 1 month after the provision of services.	
29	Bid should be valid for at least 120 days from last date of submission of financial bids to PTA	
30	An agreement will be executed between the client and contractor on judicial paper of worth Rs. 100/-. Vendor will provide guarantee of 1 year of the material provided.	
31	<b>Force Majeure:</b> Vendor/Contractor shall not have liability whatsoever or be deemed to be in default for any delay or failure in performance under this agreement resulting from acts beyond the control of contractor, including and without limitation to the acts of God, acts or regulations of any governmental or supra-national authority, war or national emergency, accident, fire, riot, strikes, lock-outs, industrial disputes or epidemics of infectious diseases.	

**Contractor's Sign Seal**

**Employer's Sign and Seal**

**MAKING WOODEN CABINET/ALMIRAH AT PTA**  
**ZONAL OFFICE BUILDING, LAHORE**

**BILL OF QUANTITIES**

<b>S.NO.</b>	<b>DESCRIPTION OF ITEM</b>	<b>QTY</b>	<b>UNIT</b>	<b>RATE (RS.)</b>	<b>AMOUNT (RS.)</b>
	Making wooden cabinet/almirah of following sizes on the floor with lamination lasani board ¾” thick in approved color including cost of lipping with aluminum patty, magnet catchers, handles, plate racks & piano hinges, the cost of 2” x 1” deodar wood frame duly polished with lakh dana & ¾” thick marble top in approved color. Complete in all respect as directed by Engineer-in-charge.	150	SFT		

## **Form of AGREEMENT**

THIS AGREEMENT is made at Lahore on the -----between  
Pakistan Telecommunication Authority (hereinafter called “the Client”) of one part and M/s.-  
----- (hereinafter called “Contractor”) of the other part.

WHEREAS the client is desirous that MAKING OF WOODEN CABINET / ALMIRAH and has  
accepted a Tender by the Contractor for the said works of amount equal to Rs.

\_\_\_\_\_.

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 Contractor hereinafter referred to.
2. The following documents shall be deemed to form, and be read and construed as, part of this Agreement:
  - a) Tender Notice.
  - b) Bill of Quantity (BoQ)
  - c) General conditions of Contract/ Special Stipulations.
  - d) Addenda and Corrigenda, if any, issue by the clients and duly accepted by the contractor at the signing of the Contract.
  - e) Earnest money/ Tender Guarantee
  - f) Notice of award by the Client
  - g) Form of Agreement/ Contract Agreement
  - h) Clients order to commence the work.
  - i) Limit of Retention Money.
  - j) Any Correspondence by the Clients/Contractor mutually accepted by the Client and the Contractor.
3. In consideration of the payments to be made by the Client to the Contractor as given in BOQ, the contractor hereby covenants with the Clients to \_\_\_\_\_ the works in conformity in all respects with the provisions of the Contract.
4. The Clients hereby covenants to pay the Contractor in consideration of the renovation, completion and maintenance of Works, the contract Price at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF, The Client and the Contractor have executed this Agreement the day and the year first above written.

Signed and delivered by the client

Above named in the presence of

Contractor: (M/s -----)

Client: PTA

Signature: -----

Signature: -----

Name: -----

Name: -----

CNIC: -----

Witness No.1

Name: -----

Name: -----

Signature: -----

Signature: -----

CNIC: -----

CNIC: -----

