TENDER NOTICE

Punjab Police Department invites sealed tenders based on the Punjab Procurement Rules 2014, from well reputed firms, registered with Income Tax and Sales Tax Departments/Punjab Revenue Authority (PST), for following items at CPO Complex Lahore.

Sr.#	Description	Tender Fees (Rs.)	Bid Security of Estimated Price	Estimate (Rs.)
1	Computer Gadgetry items for Media Cell, CPO, Lahore.	500/-	3%	432,450
2	Plant & Machinery Items for CPO, Lahore. Telephone, T.P. Link etc.	-do-	3%	247,280
3	Repair/Maintenance & Installation of CCTV cameras in CPO & CPO Store Chung, Lahore.	-do-	3%	270,000
4	Repair/Installation of CCTV cameras in IGP's Camp Office, Lahore.	-do-	3%	230,000
5	Lift Card for Lift No.1 CPO, Lahore.	-do-	3%	450,000
6	Stationery items for St.PU, CPO.	-do-	3%	175,545
7	Computer Stationery items for St.PU, CPO Lahore.	-do-	3%	91,390
8	Other items for St.PU, CPO Lahore	-do-	3%	100,000
			Total Estimate (Rs.)	**1,996,665**

Tenders addressed to the AIG/Logistics, CPO, Lahore, shall be received till **19.03.2020** till **11:00 am**, and shall be opened on the same day at 11:30 am in the presence of bidders in CPO Complex, Bank Road, Old Anarkali, Lahore.

Tender documents containing terms & Condition etc. are immediately available and can be obtained from the office of AIG/Logistics Police, CPO, Punjab, Room No. 101, CPO Complex, Bank Road, Old Anarkali, Lahore during office hours (09:00 am to 05:00 pm) up to **18.03.2020** through Challan Form 32-A *(non-refundable)* duly deposited under "Head of Account C02636-Police-Fees, Fines & Forfeiture" in the NBP/ State Bank of Pakistan.

The authority reserves the right to reject all bids or proposals in line with Rule 35 of PPRA Rules 2014.

AIG/Logistics,
for Provincial Police Officer/IGP,
Punjab, Lahore.

BIDDING DOCUMENT

FOR

March - 2020

Hiring of Authorized Firms/Distributors/Dealers

Police Department,

Government of Punjab

CPO Complex, Lahore Punjab, 1st Floor Room No.101,

Bank Road, Near Old Anarkali, Lahore

Tel: 042-99214004 Fax: 042-99211715

URL: www.punjabpolice.gov.pk

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Contents

1 INVITATION TO BIDDERS 4
2 SPECIFIC INSTRUCTIONS TO BIDDERS 5
2.1. Bid Security: 5
2.2. Filling of Price Schedule: 5
2.3. Evaluation of bids: 5
2.4. Payments: 5
2.5. Sign and Stamp: 5
3 GENERAL INSTRUCTIONS TO BIDDERS 6
A. DEFINITIONS 6
B. INTRODUCTION 6
1. Scope 6
2. Eligible Applicants 8
3. Detail of
4. Cost of Bidding: 8
C. BIDDING DOCUMENTS 9
1. Clarification of Bidding Documents: 9
2. Amendment of Bidding Document 9
D. BID PREPARATION 9
1. Language of Bid: 9
2. Documents Comprising the Bid: 9
2.1 Bid Form: 9
2.2 Bid Prices: 10
2.3 Bid Currencies: 10
2.4 Bid Security: 10
2.5 Performance Security 10
2.6 Period of Validity of Bid: 10
2.7 Signing of Application & Number of Copies 10
2.8 Submission of Bidding Application 10
2.9 Opening of Bidding Application 11
2.10 Late Submission of Bidding Applications: 11
2.11 Lack of Information 11
2.12 Updating Bidding Information 12

ATIQ-UR-REHMAN
for Inspector General of Police
Punjab, Lahore

2.13 Only one Application 12
2.14 Compliance 12
2.15 Fraud & Corruption: 12
2.16 No Conflict 13
2.17 Requisition of Order 13
2.18 Inspection and Tests 13
2.19 Payment Terms 14
2.20 Payment to Contractor 14
2.21 Purchaser's Rights 14
2.22 Address of Purchaser 14
E. BIDDING EVALUATION CRITERIA 15
Annex-A 16
Price Schedule 16
Annex-B 17
Bid Security Form 17
Annex-C 18
Performance Security Form 18
Annex-D 19
General Information 19
Annex-E 20
Financial Soundness 20
Annex-F 20
Affidavit for Correctness of information 20

AIG Logistics
for Inspector General of Police
Punjab, Lahore

1 INVITATION TO BIDDERS

Bidding documents of

Sealed Bids are invited from firms engaged in trading, repair and maintenance of machinery articles, registered with Tax Department (I.T. Tax, Sales Tax & Punjab Sales Tax).

Bidding Document, in the English language, can be purchased by the interested bidders on the submission of a written application to the address below and upon payment of a non-refundable fee of Pak Rs. 500/- which should be deposited in Govt. Treasury under Head CO2642- Police –Others in the NBP/ State Bank of Pakistan, Lahore.

Bids must be delivered to the address below at or before 19 **-March, 2020 at 1100 Hours**. All Bids must be accompanied by a Bid Security of **3%** of the estimated price in the form of CDR/Bank Guarantee/Demand Draft/Pay Order. Late bids shall be rejected. The Bids will be opened on the same day at **11.30 Hours** in the presence of the Bidders' representatives who choose to attend at the address below. Interested eligible Bidders may obtain further information from AIG/Logistics at the address given below from 09:00 to 17:00 hours.

Bidding Documents are immediately available after date of publication. Punjab Police will not be responsible for any cost or expense incurred by Bidders 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. The Bidding document carrying all details can be downloaded from Punjab police's website https://www.punjabpolice.gov.pk and PPRA Punjab website http://www.ppra.org.pk for information only

AIG/Logistics,
for Provincial Police Officer,
Punjab, Lahore.
CPO Complex, 1st Floor Room No.101, Bank Road, Near Old Anarkali, Lahore

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Tel: 042-99214004 Fax: 042-99211715

Website: www.punjabpolice.gov.pk

2 SPECIFIC INSTRUCTIONS TO BIDDERS

2.1. Bid Security:

Each bidder shall submit Bid Security of **3%** of the estimated cost along with technical bid in form of CDR/Bank Guarantee/ Demand Draft/ Pay Order. Bid Security against individual items is not acceptable.

2.2. Filling of Price Schedule:

Bidders shall quote rate Price Bid Schedule (Attached at **Annex- A**).

2.3. Evaluation of bids:

Evaluation shall be done at Individual Bid Price. Incomplete or partially filled bids will be considered as non-responsive.

2.4. Payments:

Payments will be made against the satisfactory performance of the contractor/bidder. The payment will be made within 30 days of invoice certification as per rule 62 of PPRA 2014.

2.5. Sign and Stamp:

Bidder is required to stamp **every page of the bid document** along with signature at the required pages and submit along with the bid.

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

3 GENERAL INSTRUCTIONS TO BIDDERS

A. DEFINITIONS

In this document, unless there is anything repugnant in the subject or context:

i) "Authorized Representative" means any representative appointed by firms which are participating in tender.
ii) "Purchaser" means the Punjab Police Department or any other person for the time being or from time to time duly appointed in writing by the Purchaser to act as Purchaser for the purposes of the Contract.
iii) "Eligible applicants" means authorized distributors/dealers/authorized agents or firms registered with Tax authorities.
iv) "Purchase/Work Order" means a document issued by the Purchaser to the Seller for the delivery of Goods or Repair/Services as required by the Procuring Agency.
v) "Commencement Date of the Contract" means the date of issuance of supply/work order.
vi) "Contract" means the agreement entered into between the Purchaser and the Seller.
vii) The Seller means "authorized distributors/dealers/authorized agents or firms whose Proposal has been accepted.
viii) "Contract Price" means the price payable to the Seller under the Purchase Order/Contract for the full and proper performance of its contractual obligations.
ix) "Day" means calendar day.
x) "Goods" means all of the equipment and the material, which the service provider (bidder) is required to maintain/repair under the contract.
xi) "Person" includes individual, association of persons, company, corporation, institution and organization, etc., having legal capacity.
xii) "Prescribed" means prescribed in the Bidding Document.

B. INTRODUCTION

1. Scope:

1.1 The client wishes to receive bids for the items mentioned in Invitation to Bid at the previous page (herein after referred to as "goods" and provide ancillary services, if any, mentioned in the bidding documents.

1.2 The bid is to be completed and submitted to the Client in accordance with these Instructions to Bidders.

AIG Logistics
for Inspector General of Police
Punjab Lahore

1.3 **COMPUTER GADGETRY ITEMS FOR CPO COMPLEX, LAHORE**

Sr. No.	Name of Item	Quantity	Estimated Price (Rs.)	Total
1	64 GB DDR4 RAM (16x4=64 GB)	1	75000	75000
2	Graphic Card NVIDIA GeForce RTX 2080 Ti 11GB GDDR6 (OC Ready)	1	300000	300000
3	4 TB Hard Drive	1	21500	21500
4	LED Monitor Dell ST 2420L	1	30000	30000
5	Keyboard	1	950	950
6	Mouse	8	500	4000
7	HDMI to VGA Converter	1	1000	1000
Total Estimated Price (Including all Taxes)				**Rs.432,450/-**

- The firm shall be bound to provide services for guarantee/warrantee and replacement of parts for one (01) year from the date of inspection.

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

1.3 PLANT & MACHINERY ITEMS FOR CPO COMPLEX, LAHORE

S.No.	Description	Qty			Rate	Unit	Amount
1	Telephone Set	20	-	Nos.	2740	Each	54,800
2	Steno Set with Adapter & CLI (Panasonic of equivalent)	5	-	Nos.	18200	Each	91,000
3	T.P Link Wifi router with adapter or equivalent	10	-	Nos.	2080	Each	20,800
4	Key board	25	-	Nos.	950	Each	23,750
5	Mouse	25	-	Nos.	500	Each	12,500
6	Key board wireless	8	-	Nos.	1750	Each	14,000
7	Mouse Wireless	8	-	Nos.	1610	Each	12,880
8	Master Set (Panasonic or equivalent)	1	-	Nos.	17550	Each	17,550
TOTAL ESTIMATED PRICE							**247,280**

- The firm shall be bound to provide services for guarantee/warrantee and replacement of parts for one (01) year from the date of inspection.

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

1.3 **REPAIR/MAINTENANCE & INSTALLATION OF CCTV CAMERAS IN CPO & CPO STORE CHUNG, LAHORE**

CPO COMPLEX, LAHORE

S.No.	Description	Quantity			Rate	Unit	Amount
1	Water Proof Box for cameras connection	41	-	Nos.	525	Each	21,525
2	BNC Connectors	30	-	Nos.	225	Each	6,750
3	RJ-45 Connectors	32	-	Nos.	34	Each	1,088
4	12V 1 AMP Adapter	41	-	Nos.	525	Each	21,525
5	Power Cable Wire 3/29	125	-	Meter	35	Each	4,375
6	Water Proof Box for Network Switch 10x10	3	-	Nos.	3000	Each	9,000
7	Power Connectors	41	-	Nos.	60	Each	2,460
8	Network Cable Roll UTP Cat 6 D-Link (23AWG/305 Meter Roll)	1	-	Roll	21000	Each	21,000
9	Services/Labour for cable laying, ducting, PVC pipes, installation of water boxes, connectors, adapter, boxes, etc.	41	-	Nos.	800	Each	32,800
	TOTAL						**120,523**

CPO STORE CHUNG, LAHORE

S.No.	Description	Qty			Rate	Unit	Amount
1	Network Switch (100/100) 8port PoE	1	-	No.	12000	Each	12,000
2	Network Connector RJ-45	15	-	Nos.	34	Each	510
3	Data Cabinet 2U (Local)	1	-	Nos.	4000	Each	4,000
4	Network Cable Roll UTP Cat 6 D-Link (23AWG/305 Meter Roll)	2	-	Roll	21000	Each	42,000
5	Labour for cable laying, ducting with PVC pipes/duct & Misc. accessories	2188	-	Rft	35	Each	76,580
6	IP/Network Cameras Installation & Configuration Charges	16	-	Nos.	900	Each	14,400
	TOTAL						**149,490**

- The firm shall be bound to provide services for guarantee/warrantee and replacement of parts for one (01) year from the date of inspection.

AIG Logistics
for Inspector General of Police
Punjab, Lahore

1.3 REPAIR/INSTALLATION OF CCTV CAMERAS IN IGP'S CAMP OFFICE, LAHORE

Sr. No.	Description	Unit	Quantity	Unit Price (Rs.)	Total (Rs.)
1	4MP fix bullet camera IPC2124LR3-PF40 Uniview	Nos.	10	9945	99450
2	Network Cable with conduit, stores and spares for installation and all allied accessories for mounting	Nos.	1500	80.90	121350
3	Labour/Service Charges for installation and commissioning	Job	10	928	9280
Grand Total (Estimated Cost)					**230,080**

AIG/Logistics
for Inspector General of Police
Punjab Lahore

1.3 LIFT CARD FOR LIFT NO.1, CPO COMPLEX, LAHORE

S.No.	Description	Quantity			Rate	Unit	Amount
1	Lift Card for Lift No.1, CPO Complex, Lahore	1	-	No.	450,000	Each	450,000
	TOTAL						**450,000**

- The firm shall be bound to provide services for guarantee/warrantee and replacement of parts for one (01) year from the date of inspection.

AIG/Logistics
for Inspector General of Police
Punjab Lahore

1.3 **STATIONERY ITEMS FOR ST.PU, CPO COMPLEX, LAHORE**

S.No.	Description	Quantity			Unit Price (Rs.)	Unit	Total Price Including all taxes
1	File Cover A-4 Size	1000	-	Nos.	11.84	Each	11,840
2	Laser Paper A-4 Size 80-grams	100	-	Nos.	704.7	Each	70,470
3	Uniball Signo	150	-	Nos.	54.07	Each	8,111
4	Ball Point	300	-	Nos.	6.85	Each	2,055
5	Common Pins	30	-	Pkts	40	Each	1,200
6	Eraser	100	-	Nos.	5.65	Each	565
7	Envelope Small Size	3000	-	Nos.	0.94	Each	2,820
8	Flapper Raxion	350	-	Nos.	34	Each	11,900
9	Note Book (Shorthand)	30	-	Nos.	50.31	Each	1,509
10	Paper Clip	30	-	Pkts	50	Each	1,500
11	Punch Single	30	-	Nos.	72.9	Each	2,187
12	Toner Photocopy Toshiba 3508A (Genuine) or equivalent	1	-	Nos.	30500	Each	30,500
13	File Clip Small	20	-	Pkts	65	Each	1,300
14	Envelope Large Size (A4)	500	-	Nos.	2.12	Each	1,060
15	Gum Stick 25-grams	30	-	Nos.	68	Each	2,040
16	Paper Cutter	20	-	Nos.	38.88	Each	778
17	Color Flag	50	-	Nos.	43.75	Each	2,188
18	Binding clip	30	-	Nos.	75	Each	2,250
19	Stapler Machine	10	-	Nos.	313	Each	3,130
20	Highlighter	50	-	Nos.	26	Each	1,300
21	Lead Pencils	120	-	Nos.	7.6	Each	912
22	Whitener (Pen fluid)	20	-	Nos.	35	Each	700
23	Scale Steel	15	-	Nos.	40.1	Each	602
24	Register	15	-	Nos.	312	Each	4,680
24	Calculator	5	-	Nos.	625	Each	3,125
25	File Board	75	-	Nos.	91	Each	6,825
TOTAL							**175,545**

- The firm shall be bound to provide services for guarantee/warrantee and replacement of parts for one (01) year from the date of inspection.

1.3 COMPUTER STATIONERY ITEMS FOR ST.PU, CPO COMPLEX, LAHORE

S.No.	Description	Quantity			Rate	Unit	Amount
1	Toner HP Laser Jet 26-A or equivalent	12	-	Nos.	2200	Each	26,400
2	Toner HP Laser Jet 700 M712 HP Excell 14A or equivalent	2	-	Nos.	18000	Each	36,000
3	USB 16-GB	10	-	Nos.	499	Each	4,990
3	USB 32-GB	20	-	Nos.	625	Each	12,500
4	OTG / USB Hard Drive 1-TB	1	-	Nos.	11500	Each	11,500
TOTAL ESTIMATED PRICE (RS.)							**91,390**

- The firm shall be bound to provide services for guarantee/warrantee and replacement of parts for one (01) year from the date of inspection.

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

1.3 OTHER ITEMS FOR ST.PU, CPO COMPLEX, LAHORE

S.No.	Description	Quantity	Rate	Unit	Amount
1	Cell AA fine quality	10	16.5	Each	165
2	Cell AAA fine quality	20	14	Each	280
3	Tissue Paper (150/2 Ply) Ultra soft	50	160	Each	8000
4	Party Tissue Packet white	10	150	Each	1500
5	Toilet tissue roll fine quality	10	65	Each	650
6	Air Freshener 300 ml fine quality	5	370	Each	1850
7	Mosquito Spray 400 ml fine quality	5	350	Each	1750
8	Toilet Cleaner 1 ltr (Liquid) fine quality	5	265	Each	1325
9	Dish washing Powder 1 kg fine quality	3	120	Each	360
10	Hand/Face Washing liquid Soap fine quality (500 ml)	5	260	Each	1300
11	Duster (20" x 30"size) fine quality	10	40	Each	400
12	Bath soap (150 gm) fine quality	10	85	Each	850
13	Glass cleaner spray fine quality (500 ml)	3	220	Each	660
14	Surf 1 kg fine quality	1	370	Each	370
15	Surf 500gm fine quality	3	240	Each	720
16	Phenyl 3 liter fine quality	5	220	Each	1100
17	Towel tappri small size	5	230	Each	1150
18	Towel white colour standard size (fine quality)	5	550	Each	2750
19	Broom Flower	5	170	Each	850
20	Phenyl Tablet fine quality	5	58	Each	290
21	Dettol liquid 100 ml	5	200	Each	1000
22	Dettol Floring Cleaning 1 liter	3	690	Each	2070
23	Leman Soap Big size	5	75	Each	375
24	Sufi Soap	2	250	Each	500
25	Steel Jali for washing	5	60	Each	300
26	Spanch Foam	10	70	Each	700
27	Wiper solid quality	2	300	Each	600
28	Mop cloths	10	110	Each	1100
29	Mop Stand wiper	1	275	Each	275
30	Two Pin Shoe	6	35	Each	210
31	Power Plug	5	240	Each	1200
32	Packing Tape size 3"	5	140	Each	700
33	Transparent Tape 2" Width	5	120	Each	600
34	Transparent Tape 3" Width	5	180	Each	900
35	Extension Lead Fine quality	3	450	Each	1350
36	Electric Kettle Cambridge are equalant	1	2800	Each	2800
37	Electric Air Fresher Bottle	5	350	Each	1750
38	Basket standard size	5	160	Each	800
39	Umbrella standard size	5	650	Each	3250
40	Lock China fine quality	2	210	Each	420
41	Milk & sugar Pot fine quality	2	450	Each	900

S.No.	Description	Quantity	Rate	Unit	Amount
42	Glass for water (fine quality)	6	135	Each	810
43	Fork (fine quality)	12	45	Each	540
44	Plates bowl (fine quality)	12	170	Each	2040
45	Plates Large (fine quality)	12	170	Each	2040
46	Plates medium (fine quality)	12	140	Each	1680
47	Bowl set (Glass) (fine quality)	3	1200	Each	3600
48	Jug (in glass) standard size	2	600	Each	1200
49	Serving Tray set (fine quality)	1	750	Each	750
50	Cup with Sauce	12	280	Each	3360
51	Spoon Large steel (fine quality)	6	70	Each	420
52	Spoon Small steel (fine quality)	12	55	Each	660
53	Daraz Lock	5	180	Each	900
54	Door closer (F/Q)	1	2160	Each	2160
55	Bamboo Broom	2	140	Each	280
56	Flash Brush	2	180	Each	360
57	Brush Cleaning (Jala wala)	2	270	Each	540
58	Hoor Soap	46	15	Each	690
59	Lotta	2	170	Each	340
60	Bracket fan	2	4560	Each	9120
61	Exuast fan 8"	1	2050	Each	2050
62	Binding Tap 1 ½"	2	155	Each	310
63	Binding Tap 2"	2	210	Each	420
64	Binding Tap 3"	2	265	Each	530
65	Telephone Rozet steno (6 Connection)	2	120	Each	240
66	Data cable	3	210	Each	630
67	Printer cable	3	260	Each	780
68	Power Cable	2	265	Each	530
69	Muslim Shower or equivalent	2	2200	Each	4400
70	Wall clock	2	2000	Each	4000
71	Bloor Heater	1	3750	Each	3750
72	Rubber stamp	2	300	Each	600
73	Punch Stamp	2	600	Each	1200
74	Solution Tap	10	40	Each	400
75	Scissor Large	1	550	Each	550
	Total Estimated Price (Rs.)				**100000**

- The firm shall be bound to provide services for guarantee/warrantee and replacement of parts for one (01) year from the date of inspection.

2. Eligible Applicants

Any authorized distributors/dealers/authorized agents or firms engaged in trading registered with Tax authorities repair and maintenance of Generators and replacement of parts.

3. Cost of Bidding:

The bidder shall bear all costs associated with the preparation and delivery of its Bid, and the Client will, in no case, be responsible or liable for those costs.

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

C. BIDDING DOCUMENTS

1. Clarification of Bidding Documents:

An Applicant requiring any clarification of the bidding Document shall contact the Purchaser in writing at the below mentioned address. The Purchaser will respond in writing or by Email to any request for clarification provided that such request is received no later than five (5) days prior to the deadline for submission of applications and also the companies are bound to provide any technical document asked by the purchaser at any time during technical evaluation. The Purchaser shall forward copies of its response to all applicants who have acquired the bidding document directly from the Purchaser including a description of the inquiry but without identifying its source. **The Purchaser reserves the right to amend the Bidding document as a result of a clarification if deemed appropriate and communicate the same to all applicants in writing or by Email.**

AIG/Logistics,
for Provincial Police Officer,
Punjab, Lahore.
CPO Complex, 1st Floor Room No.101, Bank Road, Near Old Anarkali, Lahore

Tel: 042-99214004 Fax: 042-99211715

Website: www.punjabpolice.gov.pk

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

2. Amendment of Bidding Document

At any time prior to the deadline for submission of applications, the Purchaser may amend the Bidding Document by issuing addendum /Corrigendum. Any addendum/ Corrigendum issued shall be part of the Bidding Document and shall be communicated in writing or by Email to all who have obtained the Bidding document.

D. BID PREPARATION

1. Language of Bid:

The application as well as all correspondence and documents relating to the Bidding exchanged by the Applicant and the Purchaser, shall be written in English language. Supporting documents and printed literature that are part of the application shall also be in the same language. All bids should be printed. No other format (hand-written) is acceptable.

2. Documents Comprising the Bid:

2.1 Bid Form:

The bidder shall complete the Bid Form duly signed by the authorized personnel along with the stamp of the company and all the Schedules furnished in the bidding documents.

2.2 Bid Prices:

The price shall be in Pak Rupees and shall be fixed and inclusive of all applicable taxes in Pakistan. Prices quoted by the bidder shall remain fixed and valid until completion of the Contract/supply is minimum one (01) year from award of contract/supply order and will not be subject to variation on account of escalation.

2.3 Bid Currencies:

Prices shall be quoted in Pak Rupees.

2.4 Bid Security:

Each bidder shall submit **3%** Bid Security along with the Technical bid in form of CDR/Bank Guarantee/ Demand Draft/ Pay Order. Bid Security against individual items is not acceptable.

2.5 Performance Security

The selected Firms/distributors/dealers will have to deposit **10%** Performance Security in the form of bank guarantee/CDR issued by any scheduled bank/ CDR before signing the agreement/ Award letter. (Attached at **Annex-C**)

2.6 Period of Validity of Bid:

The bid shall remain valid for **one (01) year from award of contract/supply order** from the date of bid closing prescribed by the Purchaser. The client may solicit the bidder's consent to an extension of the period of bid validity. The request and the responses there to shall be made in writing. If the bidder agrees to the extension request, the validity of the bid security shall also be suitably extended. The bidder may refuse the request without forfeiting its bid security. The bidder will not be required or permitted to modify its bid.

AIG/Logistics
Punjab Police

2.7 Signing of Application & Number of Copies

The Applicant shall prepare the documents comprising the information required in the Bidding Document and clearly mark it **"ORIGINAL".** The original of the application shall be typed or written in indelible ink and each page shall be signed by a person duly authorized to sign on behalf of the Applicant. **The Applicant shall submit one (01) original, one (01) hard copy of the signed application in addition to the original application and clearly mark them as "ORIGINAL" and/ or "COPY".** In the event of any discrepancy between the original and the copy, the original shall prevail.

2.8 Submission of Bidding Application

Application for Bidding **(One original and one hard copy** must be received in **sealed envelopes** to be delivered by hand or through registered mail on or before **Date** 19 **-March, 2020 till Time** at the following address:-

AIG/Logistics,
for Provincial Police Officer,
Punjab, Lahore.
CPO Complex, 1st Floor Room No.101, Bank Road, Near Old Anarkali, Lahore

Tel: 042-99214004 Fax: 042-99211715

Website: www.punjabpolice.gov.pk

Envelope should be clearly marked **"Application of Bids for _____"**

2.9 Opening of Bidding Application

The Bidding Applications shall be opened on the same day i.e. **Date** 19 **-March, 2020 till Time** in presence of Applicant's representative who choose to attend in the conference room of POLICE DEPARTMENT at the below mentioned address:

Asstt: Inspector General of Police,

Logistics Punjab, Lahore.

Govt: of the Punjab, Police Department,

CPO Complex, 1st Floor, Bank Road, Near Old Anarkali, Lahore.

Tel: 042-99214004 Fax: 042-99211715.

AIG/Logistics
for Inspector General of Police
Punjab Lahore

Purchaser shall open the applications as per its standard procedure and shall prepare a record of the opening of applications that shall include, as a minimum, the name and signature of the representatives of the Applicants (if they choose to attend).

2.10 Late Submission of Bidding Applications:

The Bidding application which is received after the closing date and time shall not be entertained.

2.11 Lack of Information

Failure of an applicant to provide comprehensive and accurate information that is essential for the Purchaser's evaluation of the applicant's Bidding or to provide timely clarification or substantiation of the information supplied may result in disqualification of the applicant and same shall be communicated in accordance with provisions of Punjab Procurement Rules, 2014.

2.12 Updating Bidding Information

Bidding Applicants shall inform the Purchaser of any material change in information that might affect their qualification status. Applicants shall be required to update key Bidding information at the time of bidding. Prior to award of contract/supply order, the lowest evaluated company will be required to confirm its continued qualified status in a post qualification review process as deemed appropriate by the Purchaser.

2.13 Only one Application

An Applicant shall submit only one application in the same Bidding process. An Applicant who submits, or participates in, more than one application will cause all the applications in which the Applicant has participated to be disqualified.

2.14 Compliance

The Successful appellant shall comply with and acquire all consents, approvals, permits and licenses applicable under the laws of Pakistan in relation to the performance of the work & services. Each Prospective company shall indemnify the Purchaser, its Affiliates and their advisors fully in respect of any direct or indirect losses, damages, costs, penalties or expenses of any kind incurred by such person arising from a Prospective Joint Venture's breach of the obligations referred to above.

AIG/Logistics
for Inspector General of Police

2.15 Fraud & Corruption:

The applicant shall observe the highest standards of ethics during this Bidding and further processing. The Purchaser defines for the purposes of this provision, the terms set forth below:

i. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the Bidding process or in contract execution;
ii. "fraudulent practice" means a misrepresentation or omission of facts in order to influence the Bidding process; "collusive practice" means a scheme or arrangement between two or more Applicants, with or without the knowledge of the Purchaser, designed to establish artificial data/ information; and
iii. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the Bidding process;

Purchaser will reject an application for Bidding if it determined that the Applicant recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices; and

Purchaser will sanction a company or individual, including declaring them ineligible, either indefinitely or for a stated period of time for Bidding if it at any time determines that they have, directly or through an agent, engaged, in corrupt, fraudulent, collusive or coercive practices.

2.16 No Conflict

Applicant and all parties constituting the Applicant shall not have a conflict of interest. Applicants shall be considered to have a conflict of interest if,

- such applicant and any other applicant have common controlling shareholders or other ownership interest; or
- a constituent of such applicant is also a constituent of another applicant; or
- such applicant has a relationship with another applicant, directly or through common third parties, that puts them in a position to have access to each other's information about, or to influence the Bidding of either or each of the other applicant; or such applicant has participated as a consultant to the Client in the preparation of any documents, design or technical specifications of the Project.

2.17 Requisition of Order

Requisition shall be made from Central Police Office.

AIG/Logistics
Inspector General of Police
Punjab, Lahore

2.18 Inspection and Tests

The contractor shall afford at his own expenses that Inspection Authority shall have full and free access at any time during the contract to the contractor's place/works and may notwithstanding any contractual terms to the contrary require the contractor to make arrangements for the stores or any part thereof, to be inspected at his premises or at any other place and the contractor shall reserve similar rights as regards any sub-contract he may make. The contractor shall pay all cost connected with such tests and provide without extra charges all materials, tools, labour and assistance of every kind which the Inspector may consider necessary for any tests and examination other than special or independent tests, which he shall enquire to be made on the contractor's premises, and shall pay all cost attendant thereon failing these facilities (in regard to which the Inspection Authority will be the sole Judge) at his own premises for making the tests. The contractors shall bear the cost out such test elsewhere. The contractors shall also provide and deliver free of cost at such place as the Inspection Authority may direct such material, as he may direct such material, as he may require for testing by chemical or other analysis or independent testing machine or means commonly in use according to the nature of the stores. In the event of such tests being unsatisfactory and resulting in or leading to the rejection of the stores concerned, the cost of the test will be borne by the contractor

such costs will be assessed at the rates charged by the Laboratory concerned for work done for private firms and individuals.

2.19 Payment Terms

Payment will be made by the Client for the delivery of Goods/ services by the Contractor. Also, the payment shall only be made after the certification of invoice.

2.20 Payment to Contractor

After receiving an application for payment which the Contractor was entitled to receive, the Client shall proceed for the payment to contractor subject to the conditions that there are no:

- Defects or short comings in the Service Provided.
- The performance of the Goods and Services is satisfactory

2.21 PURCHASER'S RIGHTS

The Purchaser reserves the right to take the following actions, and shall not be liable for any such actions:

i) Amend the items, scope of procurement, if required while adhering to the Principals of Procurement as per Rule 4 of the Punjab Procurement Rules, 2014 during the Bidding process.

ii) Cancel the Bidding process and reject all applications as per provisions of Punjab Procurement Rules, 2014

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

2.22 Address of Purchaser/Hiring Services.

Asstt: Inspector General of Police,

Logistics Punjab, Lahore.

Govt: of the Punjab, Police Department,

CPO Complex,1st Floor, Bank Road, Near Old Anarkali, Lahore.

Tel: 042-99214004 Fax: 042-99211715.

BIDDING EVALUATION CRITERIA

Bidding will be based on applicant fulfilling the following qualification criteria:

Checklist	Responsive	Non-Responsive
i) Registration with Income Tax Authorities (NTN), General Sales Tax (GST) and PRA;		
ii) Registration with Sales Tax Authorities (PNTN/ STRN);		
iii) Affidavit on non-judicial Stamp Paper of Rs. 100 (clearly stating that the contractor is not blacklisted or subject to any pending litigation with any Government or Public Department);		
iv) Average annual turnover for last three years shall not be less than Rs: 500,000/-. The firm shall provide Bank statement for last three financial years i.e 2016-2017, 2017-2018 and 2018-2019 duly verified from the concerned Bank.		
v) The firm shall provide undertaking on Judicial Stamp Paper Rs.50 or above with following terms and condition (i) The firm has not been black listed from any Department. (ii) The documents/photocopies provided with bid are authentic. In case of any fake/bogus document look at any stage. The shall be black listed as per Rules/Laws.		

AIGLogistics
for Inspector General of Police
Punjab, Lahore

The firm/dealer would not be considered qualified provided the mandatory checklist is not provided.

Annex-A

Price Schedule

COMPUTER GADGETRY ITEMS FOR CPO COMPLEX, LAHORE

Sr. No.	Name of Item	Quantity	Unit Price (Rs.)	Total Price Including all taxes
1	64 GB DDR4 RAM (16x4=64 GB)	1		
2	Graphic Card NVIDIA GeForce RTX 2080 Ti 11GB GDDR6 (OC Ready)	1		
3	4 TB Hard Drive	1		
4	LED Monitor Dell ST 2420L	1		
5	Keyboard	1		
6	Mouse	8		
7	HDMI to VGA Converter	1		

Total Price in Words (Inclusive of All Applicable Taxes):

Note:

a) **Bid for all items shall be quoted.**

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Stamp & Signature of Bidder _____

Annex-A

Price Schedule

PLANT & MACHINERY ITEMS FOR CPO COMPLEX, LAHORE

S.No.	Description	Quantity			Unit Price (Rs.)	Unit	Total Price Including all taxes
1	Telephone Set	20	-	Nos.		Each	
2	Steno Set with Adapter & CLI (Panasonic of equivalent)	5	-	Nos.		Each	
3	T.P Link Wifi router with adapter or equivalent	10	-	Nos.		Each	
4	Key board	25	-	Nos.		Each	
5	Mouse	25	-	Nos.		Each	
6	Key board wireless	8	-	Nos.		Each	
7	Mouse Wireless	8	-	Nos.		Each	
8	Master Set (Panasonic or equivalent)	1	-	Nos.		Each	
TOTAL							

Total Price in Words (Inclusive of All Applicable Taxes):

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Note:

a) **Bid for all items shall be quoted.**

Stamp & Signature of Bidder _____

Annex-A

Price Schedule
CPO COMPLEX, LAHORE

S. No.	Description	Quantity			Unit Price (Rs.)	Unit	Total Price Including all taxes
1	Water Proof Box for cameras connection	41	-	Nos.		Each	
2	BNC Connectors	30	-	Nos.		Each	
3	RJ-45 Connectors	32	-	Nos.		Each	
4	12V 1 AMP Adapter	41	-	Nos.		Each	
5	Power Cable Wire 3/29	125	-	Meter		Each	
6	Water Proof Box for Network Switch 10x10	3	-	Nos.		Each	
7	Power Connectors	41	-	Nos.		Each	
8	Network Cable Roll UTP Cat 6 D-Link (23AWG/305 Meter Roll)	1	-	Roll		Each	
9	Services/Labour for cable laying, ducting, PVC pipes, installation of water boxes, connectors, adapter, boxes, etc.	41	-	Nos.		Each	
	TOTAL (INLCUDING ALL TAXES)						

CPO STORE CHUNG, LAHORE

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

S. No.	Description	Quantity			Unit Price (Rs.)	Unit	Total Price Including all taxes
1	Network Switch (100/100) 8port PoE	1	-	No.		Each	
2	Network Connector RJ-45	15	-	Nos.		Each	
3	Data Cabinet 2U (Local)	1	-	Nos.		Each	
4	Network Cable Roll UTP Cat 6 D-Link (23AWG/305 Meter Roll)	2	-	Roll		Each	
5	Labour for cable laying, ducting with PVC pipes/duct & Misc. accessories	2188	-	Rft		Each	
6	IP/Network Cameras Installation & Configuration Charges	16	-	Nos.		Each	
	TOTAL (INLCUDING ALL TAXES)						

Total Price in Words (Inclusive of All Applicable Taxes):

Note:

a) **Bid for all items shall be quoted.**

Stamp & Signature of Bidder _____

Annex-A

Price Schedule

Sr. No.	Description	Unit	Quantity	Unit Price (Rs.)	Total (Rs.)
1	4MP fix bullet camera IPC2124LR3-PF40 Uniview	Nos.	10		
2	Network Cable with conduit, stores and spares for installation and all allied accessories for mounting	Nos.	1500		
3	Labour/Service Charges for installation and commissioning	Job	10		
	Grand Total				

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Annex-A

Price Schedule

S. No.	Description	Quantity			Unit Price (Rs.)	Unit	Total Price Including all taxes
1	Lift Card for Lift No.1, CPO Complex, Lahore	1	-	No.		Each	
TOTAL							

Total Price in Words (Inclusive of All Applicable Taxes):

Note:

a) **Bid for all items shall be quoted.**

Stamp & Signature of Bidder _____

AIG Logistics
for Inspector General of Police
Punjab, Lahore

Annex-A

Price Schedule
STATIONERY ITEMS FOR ST.PU, CPO COMPLEX, LAHORE

S.No.	Description	Quantity			Unit Price (Rs.)	Unit	Total Price Including all taxes
1	File Cover A-4 Size	1000	-	Nos.		Each	
2	Laser Paper A-4 Size 80-grams	100	-	Nos.		Each	
3	Uniball Signo	150	-	Nos.		Each	
4	Ball Point	300	-	Nos.		Each	
5	Common Pins	30	-	Pkts		Each	
6	Eraser	100	-	Nos.		Each	
7	Envelope Small Size	3000	-	Nos.		Each	
8	Flapper Raxion	350	-	Nos.		Each	
9	Note Book (Shorthand)	30	-	Nos.		Each	
10	Paper Clip	30	-	Pkts		Each	
11	Punch Single	30	-	Nos.		Each	
12	Toner Photocopy Toshiba 3508A (Genuine) or equivalent	1	-	Nos.		Each	
13	File Clip Small	20	-	Pkts		Each	
14	Envelope Large Size (A4)	500	-	Nos.		Each	
15	Gum Stick 25-grams	30	-	Nos.		Each	
16	Paper Cutter	20	-	Nos.		Each	
17	Color Flag	50	-	Nos.		Each	
18	Binding clip	30	-	Nos.		Each	
19	Stapler Machine	10	-	Nos.		Each	
20	Highlighter	50	-	Nos.		Each	
21	Lead Pencils	120	-	Nos.		Each	
22	Whitener (Pen fluid)	20	-	Nos.		Each	
23	Scale Steel	15	-	Nos.		Each	
24	Register	15	-	Nos.		Each	
24	Calculator	5	-	Nos.		Each	
25	File Board	75	-	Nos.		Each	
TOTAL							

Total Price in Words (Inclusive of All Applicable Taxes):

Note:

a) **Bid for all items shall be quoted.**

Stamp & Signature of Bidder _____

AIG/Logistics
for Inspector General of Police
Punjab Lahore

Annex-A

Price Schedule
COMPUTER STATIONERY ITEMS FOR ST.PU, CPO COMPLEX, LAHORE

S.No.	Description	Quantity			Unit Price (Rs.)	Unit	Total Price Including all taxes
1	Toner HP Laser Jet 26-A or equivalent	12	-	Nos.		Each	
2	Toner HP Laser Jet 700 M712 HP Excell 14A or equivalent	2	-	Nos.		Each	
3	USB 16-GB	10	-	Nos.		Each	
3	USB 32-GB	20	-	Nos.		Each	
4	OTG / USB Hard Drive 1-TB	1	-	Nos.		Each	
TOTAL							

Total Price in Words (Inclusive of All Applicable Taxes):

Note:

a) **Bid for all items shall be quoted.**

Stamp & Signature of Bidder _____

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Annex-A

Price Schedule

OTHER ITEMS FOR ST.PU, CPO COMPLEX, LAHORE

S.No.	Description	Quantity	Unit Price (Rs.)	Unit	Total Price Including all taxes
1	Cell AA fine quality	10		Each	
2	Cell AAA fine quality	20		Each	
3	Tissue Paper (150/2 Ply) Ultra soft	50		Each	
4	Party Tissue Packet white	10		Each	
5	Toilet tissue roll fine quality	10		Each	
6	Air Freshener 300 ml fine quality	5		Each	
7	Mosquito Spray 400 ml fine quality	5		Each	
8	Toilet Cleaner 1 ltr (Liquid) fine quality	5		Each	
9	Dish washing Powder 1 kg fine quality	3		Each	
10	Hand/Face Washing liquid Soap fine quality (500 ml)	5		Each	
11	Duster (20" x 30"size) fine quality	10		Each	
12	Bath soap (150 gm) fine quality	10		Each	
13	Glass cleaner spray fine quality (500 ml)	3		Each	
14	Surf 1 kg fine quality	1		Each	
15	Surf 500gm fine quality	3		Each	
16	Phenyl 3 liter fine quality	5		Each	
17	Towel tappri small size	5		Each	
18	Towel white color standard size (fine quality)	5		Each	
19	Broom Flower	5		Each	
20	Phenyl Tablet fine quality	5		Each	
21	Dettol liquid 100 ml	5		Each	
22	Dettol Floring Cleaning 1 liter	3		Each	
23	Leman Soap Big size	5		Each	
24	Sufi Soap	2		Each	
25	Steel Jali for washing	5		Each	
26	Spanch Foam	10		Each	
27	Wiper solid quality	2		Each	
28	Mop cloths	10		Each	
29	Mop Stand wiper	1		Each	
30	Two Pin Shoe	6		Each	
31	Power Plug	5		Each	
32	Packing Tape size 3"	5		Each	
33	Transparent Tape 2" Width	5		Each	
34	Transparent Tape 3" Width	5		Each	
35	Extension Lead Fine quality	3		Each	
36	Electric Kettle Cambridge are equalant	1		Each	
37	Electric Air Fresher Bottle	5		Each	
38	Basket standard size	5		Each	
39	Umbrella standard size	5		Each	
40	Lock China fine quality	2		Each	

AIG/Logistics
for Inspector General of Police
Punjab Lahore

S.No.	Description	Quantity	Unit Price (Rs.)	Unit	Total Price Including all taxes
41	Milk & sugar Pot fine quality	2		Each	
42	Glass for water (fine quality)	6		Each	
43	Fork (fine quality)	12		Each	
44	Plates bowl (fine quality)	12		Each	
45	Plates Large (fine quality)	12		Each	
46	Plates medium (fine quality)	12		Each	
47	Bowl set (Glass) (fine quality)	3		Each	
48	Jug (in glass) standard size	2		Each	
49	Serving Tray set (fine quality)	1		Each	
50	Cup with Sauce	12		Each	
51	Spoon Large steel (fine quality)	6		Each	
52	Spoon Small steel (fine quality)	12		Each	
53	Daraz Lock	5		Each	
54	Door closer (F/Q)	1		Each	
55	Bamboo Broom	2		Each	
56	Flash Brush	2		Each	
57	Brush Cleaning (Jala wala)	2		Each	
58	Hoor Soap or equivalent	46		Each	
59	Lotta	2		Each	
60	Bracket fan	2		Each	
61	Exuast fan 8"	1		Each	
62	Binding Tap 1 ½"	2		Each	
63	Binding Tap 2"	2		Each	
64	Binding Tap 3"	2		Each	
65	Telephone Rozet steno (6 Connection)	2		Each	
66	Data cable	3		Each	
67	Printer cable	3		Each	
68	Power Cable	2		Each	
69	Muslim Shower or equivalent	2		Each	
70	Wall clock	2		Each	
71	Bloor Heater	1		Each	
72	Rubber stamp	2		Each	
73	Punch Stamp	2		Each	
74	Solution Tap	10		Each	
75	Scissor Large	1		Each	
	Total Including all Taxes (Rs.)				

Total Price in Words (Inclusive of All Applicable Taxes):

Note:

a) **Bid for all items shall be quoted.**

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Stamp & Signature of Bidder _____

Annex-B

Bid Security Form

The Total Bid Security amounting to Rs. _____ (Rupees _____ only) in shape of "Call Deposit Receipt" of the Bank (Name)_____ is attached in accordance with Clause 14 of the Instructions to Bidders. The enclosed CDR number is_____.

Signature of Bidder _____

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Annex-C

Performance Security Form

To,

Asstt. Inspector General of Police,
Logistics CPO, Lahore.
Govt: of the Punjab, Police Department,

CPO Complex,1st Floor, Bank Road, Near Old Anarkali, Lahore.

Tel: 042-99214004 Fax: 042-99211715.

WHEREAS (Name of the Contractor) _____ hereinafter called "the Contractor" has undertaken, in pursuance of "INVITATION TO BID FOR THE _____ procurement of following:

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

(Here in after called "the Contract").

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

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, 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 Contractor 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 _____, 2020__, or twenty-eight (28) days of the issue of the Defects, whichever is later.

[NAME OF GUARANTOR]

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Signature_____

Name_____

Title _____

Address_____

Seal_____

Annex-D

General Information

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

*Please attach copies of NTN, GST Registration & Professional Tax Certificate

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

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Annex-E

Financial Soundness

Name of Applicant

Applicant applying for Bidding is required to provide financial information to demonstrate that they meet the requirements of Evaluation Criteria. If necessary, use separate sheets to provide complete information. ***A copy of the duly verified by the Bank statements of the past three (3) financial years must be attached.***

Banker	Name of banker	
	Address of banker	
	Credit Line/Cash Limit:	
	Telephone	Contact name and title
	Fax	Telex

Summarize documented information in Pak Rupees (equivalent at the current rate of exchange at the end of each year) for the previous three years.

Financial information in Pak Rupees	**Financial Year 2016-2017**	**Financial Year 2017-2018**	**Financial Year 2018-2019**
Average Annual Turn-over of last three financial year.			

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Annex-F

Affidavit for Correctness of information

(To be printed on PKR 100 Stamp Paper)

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 employer if the Employer, 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 Punjab Police 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 **PUNJAB POLICE**.

PUNJAB POLICE undertake to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____

AIG Logistics
for Inspector General of Police
Punjab, Lahore