TENDER NOTICE

1. Punjab Police Department (CPO Complex, Lahore) invites bids for:

Tender No.	Head of Accounts	Estimated Amount (in Pak Rupees)	Bid Security (in Pak Rupees)
1.	Purchase of Sports Items (As per Samples)	2,520,773/-	75,623/-

2. The procurement shall be completed in accordance with Punjab Procurement Rules 2014 on Single Stage –Single Envelope Bidding Procedures.
3. Tender Documents are also available at www.ppra.punjab.gov.pk and may be downloaded free of cost.
4. Technical and Financial bids, duly completed, signed, stamped, and in complete conformity with Bidding Documents must be submitted online on E-Pak Acquisition and Disposal System (EPADS) website i.e., https://punjab.eprocure.gov.pk
5. Tenders closing date shall be 08.05.2025 at :11:00 am and shall be opened on the same date at 11:30 am.
6. Bidders are advised to ensure uploading the Bids on e-PADS Portal, well before the submission deadline, and not wait for the last date and time to upload the bid. Bid submission on E-PADS Portal shall entirely be the responsibility of the bidder. Police Department (CPO Complex) shall not be held responsible for any issues thereof. For any assistance regarding E-PADS Portal, system support email and phone numbers are provided on PPRA's Website.
7. Bids that are incomplete, not signed and stamped, late, or submitted by the other than a specified mode will not be considered.
8. Income/Sales tax registration certificate and other documents as mentioned in Bidding Documents must accompany the bids.
9. For electronic bids submission, bidders are requested to register at www.punjab.eprocure.gov.pk for any queries regarding registration on EPADS please contact at 042-99214004.

Note: Punjab Police Department (CPO Complex Lahore) may reject all bids or proposals at any time prior to the acceptance of a bid or proposal, as provided under Rule-35 of Punjab Procurement Rules, 2014.

AIG/Logistics,
for Provincial Police Officer,
Punjab, Lahore.
CPO Complex, 3rd Floor, Bank Road, Near Old Anarkali, Lahore
Tel: 042-99214004 Fax: 042-99211715.

Assistant Director Logistics,
CPO, Punjab Lahore

PUNJAB POLICE DEPARTMENT.

BIDDING DOCUMENTS THROUGH TENDER

(FINANCIAL YEAR 2024-2025)

FOR THE PROCUREMENT ______________________________

OPENING TENDER DATE ______________________________

NAME OF FIRM ______________________________

Police Department,

Government of Punjab

CPO Complex, Lahore Punjab, 3rd Floor,

Bank Road, Near Old Anarkali, Lahore

Tel: 042-99214004 Fax: 042-99211715

URL: www.punjabpolice.gov.pk

Assistant Director Logistics,
CPO, Punjab Lahore

AIG/Logistics
for Inspector General of Police,
Punjab, Lahore.

Invitation to Bids

BIDDING DOCUMENTS OF SPORTS ITEMS.

1. E-Bids are invited from firms engaged in general order supplier, registered with Tax Department for Income Tax, General Sales Tax , Punjab Sales Tax and Professional Tax.
2. Bidding Document, in the English language, can be downloaded from PPRA's website free of cost by the interested bidders for the following tender on items wise:

Tender No.	Head of Accounts	Estimated Amount (in Pak Rupees)	Bid Security (in Pak Rupees)
1.	Purchase Sports Items (As Per samples)	2,520,773/-	75,623/-

3. All E-bids must be accompanied by a Bid Security of the estimated price, as mentioned in the Table above, in the name of "AIG Logistics CPO", and in the form of CDR/Bank Guarantee / Demand Draft / Pay Order. Late E-bids shall be rejected.
4. The complete E-bids must be submitted online on e-Procurement System (EPADS) website i.e., https://punjab.eprocure.gov.pk as per the following schedule:

E-bid Closing/Submission Date &Time	08.05.2025 at 11:00 am
E-bid opening Date & Time	08.05.2025 at 11:30 am

5. Original Bid Security Instrument must be submitted in an envelope clearly marked with the Bidding Document Number and Title, before the E-bid Submission deadline at Logistics Branch CPO Complex Old 3rd Floor, Bank Road, Near Old Anarkali Lahore:
6. Bids that are incomplete, not signed and stamped, late, or submitted by the other than a specified mode will not be considered.

Bidders are advised to ensure uploading the Bids on E-PADS Portal, well before the submission deadline, and not wait for the last date and time to upload the bid. Bid submission on E-PADS Portal shall entirely be the responsibility of the bidder. Punjab Police Department (CPO Complex Lahore) shall not be held responsible for any issues thereof. For any assistance regarding E-PADS Portal, system support email and phone numbers are provided on the PPRA's website:

AIG/Logistics,
for Provincial Police Officer,
Punjab, Lahore.
CPO Complex, 3rd Floor, Bank Road, Near Old Anarkali, Lahore
Tel: 042-99214004 Fax: 042-99211715

Assistant Director Logistics,
CPO, Punjab Lahore

BIDDING DOCUMENTS POLICE DEPARTMENT.

1. Police Department invites sealed bids for the procurement of aforementioned store from well-reputed firms having previous experience, financially sound and registered with the Sales Tax and Income Tax Departments. The bid (s) should be addressed to AIG/Logistics CPO.

2. The bidders are instructed to examine the tender notice/bidding documents, term & conditions and specifications carefully. Any offer not received as per requirements is liable to be ignored. No offer shall be considered if:-

   i). Original required bid security (3%) i.e. as mentioned in the tender advertisement in shape of CDR/Bank Guarantee/Demand Draft/Pay order as per bidding documents in favour of AIG/Logistics CPO is not received physically before opening closing date & time.

   ii). Received after the time and date fixed for its receipt.

   iii). The bidding documents are unsigned/unstamped.

   iv). The offer is from a firm blacklisted, suspended or removed by any Government Department.

3. The offer for contract / procurement must remain valid for upto 30.06.2025 from the date of opening the tender.

4. All bidder must submit their bids under "single Stage –Single Envelope procedure as per Punjab Procurement Rules 2014 through e-Punjab Acquisitions & Disposal Systems (e-PADS), as under:-

   i). "TECHNICAL PROPOSAL" & FINANCIAL PROPOSAL" will be opened by the Procurement Committee publically and through e-PADS.

   ii). The lowest evaluated bidder shall be awarded the Contract;

5. Technical and Financial bids, duly completed, signed, stamped and in complete conformity with Bidding Documents must be submitted online on E-Pak Acquisition and Disposal System (EPADS) website i.e., https://punjab.eprocure.gov.pk

6. AIG/Logistics CPO reserves the right to reject all bids or proposals in the line with Rule 35 of PPRA Rules 2014.

6. Redressal Committee

A redressal grievance committee has been consitiuated to decide/address the complaints /issue that may occur prior enting into contract under PPRA-2014.

Assistant Director Logistics,
CPO, Punjab Lahore

7. General Terms & Conditions:

i. The successful lowest evaluated bidders shall deposit equal to 10% of the total cost of store as performance guarantee in the form of Deposit of Call/ Bank Guarantee in favour of the AIG/Logistics, Punjab, CPO, Lahore, within the period specified in Advance Acceptance of Tender before entering in the contract. Performance guarantee shall be refunded on successful completion of the contract obligations and NOC from the Indenter.

ii. In case of indigenous stores, the bidders who are manufacturers must indicate name and address of their works in Pakistan from where they indent to supply the store. Other must enclose authorization certificate from the manufacturer that undertakes to manufacture the offered store on their firm's behalf strictly in accordance with tender specifications.

iii. Bidders shall submit complete details of their, offices, workplaces, staff alongwith postal address, Phones/Fax numbers, E-mail and Website information.

iv. The stores shall be received in CPO. No Other destination shall be acceptable. Stores shall be inspected physically and thereafter operationally tested at the cost of the contractor.

v. The bidders are required to specify make, brand, country of origin and furnish detailed descriptive literature/catalogue (where applicable) alongwith their offers for respective item.

vi. The Offers of warranted products and after sales service would be given preference and the same should clearly be mentioned in the bids.

vii. The store is required as per specifications and indenter's sealed sample (where applicable), which can be seen in the office of the AIG/Logistics, Punjab CPO Complex, Lahore, in any working day during office hours.

viii. A certificate should be given by the bidders that they will be responsible for the free replacement of stores if the same is found to be substandard and or at variance with the specification given with the bidding documents.

ix. An affidavit should be provided by the bidders that their firm has never been blacklisted by any Government Department.

x. Stores found not according to the standard specifications will be rejected at the cost of the contractor and may also result in forfeiture of security and blacklisting of the firm. However, the store may be accepted if the offered store has higher/better specification that the standard specific.

xi. Upon receipt of stores and the inspection of stores, the inspection note and the bill for payment will be forwarded to the office of Accountant General Punjab, for payment to the Contractor.

xii. In case of approval / acceptance of technical & financial evaluation / bid, advance acceptance letter will be issued to the qualified bidder. The bidder will be required to submit 10% performance guarantee within 3 days of the issuance

Assistant Director Logistics,
CPO, Punjab Lahore

of advance acceptance letter failing which the bidder will be issued final notice giving an extension of 3 days for submission of 10% performance guarantee. If the bidder does not respond to the final notice to deposit required performance guarantee, the procuring agency will be deemed to consider that the bidder is incapable to supply the mandatory merchandise/service and the said procurement process with the supplier will be treated as null and void. The deposited bid security (3%) will be confiscated.

8. Blacklisting of Contractors / Suppliers

Contractors/ Suppliers may be blacklisted, Inter alia for the following reasons:-

i) Making false statements and allegations to gain undue advantage.

ii) Commission of fraud.

iii) Commission of embezzlement, criminal breach of trust, cheating forgery, falsification or destruction of record, receiving stolen property, false use of trade-mark giving false evidence and furnishing of false information.

iv) Failure to make payments of outstanding dues including any dues on account of contract placed at the risk and cost of the contractor.

v) Professional misconduct i.e. failure to proceed with the signed contract, withdrawal of the commitment, quoting ridiculously lower rate and then withdrawing the offer and not responding the written communication.

vi) Failure to complete supply or part thereof within the contract period.

vii) The blacklisting shall be for a specified period commensurate with the seriousness of the cause. As a general rule, the period shall not be less than three years.

viii) The blacklisted firms would be eligible for participation in tenders at the expiry of the prescribed period unless it is determined by the authority that blacklisting for an additional period.

9. Liquidated Damages in Case of Late Deliveries of Stores

i. The rate of the liquidated damages shall be 0.1 % of the contract price per day. The maximum amount of liquidated damages for the whole of the goods or part thereof shall be 10% of the contract price.

ii. The penalty shall be only for the stores supplied late, except where the undelivered stores hold up the delivered stores in that case the liquidated damages shall be for the total value of the contract.

iii. The contractor who refuses to pay liquidated damages or delays supplies shall be blacklisted. The Audit Officer shall make payment of the balance amount after deduction on liquidated damages without reference to the Purchase Officer subject to later adjustment concerned.

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iv. Recovery of the liquidated damages may be affected from payments due to the contractors from other purchases/organizations as well.

v. The question of refund of liquidated damages may be taken up with AIG/Logistics, CPO on the representations of the affected party and refund in full or part thereof, may be allowed on merits having regard to condoning circumstances obtaining in the case. Before, making the refund the supplier concerned should be required to give an undertaking (in writing) to the effect that the decision is acceptable to him and that it shall not be subject to any legal proceedings or arbitration at a later date.

10. Extension in Delivery Period.

The extension in delivery period would be the sole discretion of AIG/Logistics CPO, examining the circumstance with or without imposing liquated damages.

11. Inspection Criteria

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 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 of such test elsewhere. The contractors shall also provide and deliver free of charge 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.

12. Method of Test.

The inspection authority shall have the right to put all sorts of materials forming part of some or any part thereof to such test as he may consider proper for the purpose of ascertaining whether the same are in accordance with the particulars and to cut out or off, and/or destroy a portion from each delivery for such purpose without prejudice to this right:-

i) If the test proves satisfactory and the assignment is accepted, the quantity of stores of material expended in test will be borne by the supplier.

ii) If the stores or materials fail in test, and the consignment is rejected the quantity expended in test will be treated as not having been delivered.

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13. Arbitration.

After signing of procurement contract any dispute between parties to the contract shall be settled though arbitration. Method of arbitration would be as under:-

i) Aggrived party shall submit an appeal against any decision / act of the Authority (within 15 days) before DIG/Logistics CPO, who shall entrust the matter to a three members Arbitration Committee to examine the case and the committee shall submit its recommendaitons before the AIG/Logistics, CPO within 15 days.

ii) The affected party can file (within 15 days of the decision) a revision appeal to the Addl: IGP Logistics & Procurement, Punjab against the decision of Arbitration Committee. Before filing the revision appeal he should be required to give an undertaking (in writing) to the effect that the decision of the Addl: IGP Logistics & Procurement, Punjab is acceptable to him and that it shall not be subject to any legal proceeding or arbitration at a later date.

14. Schedule Of Delivery:-

The completion of store is required by the consignee as per period specified in the contract.

Assistant Director Logistics,
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BIDDING EVALUATION CRITERIA

SPORTS ITEMS

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

Checklist	Responsive	Non-Responsive
i) Registration with Income Tax Authorities (National Tax Number NTN) at least three years.		
ii) Copy of Registration with Sales Tax Authorities (STRN)		
iii) Copy of Registration (Professional Tax Certificate)		
iv) Affidavit on non-judicial Stamp Paper of Rs. 100 (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 formed at any stage, the firm shall be black listed as per Rules/Laws. (iii) Affidavit for correctness of information. (iv) Contractor/firm is not blacklisted or subject to any pending litigation with any Government or Public Department.		
v) Vendor Number with proposal/bid		
vi) Original Bid Security 3% of the allotted funds by the Government.		
vii) Firm's samples should be as per Approved Sample.		

The firm/dealer would not be considered qualified provided the mandatory checklist is not provided signed/stamped by the vendor.
Technical / Financial Proposals should be duly typed / printed signed / stamped by the vender. If any bid found hand-written, the same will be rejected.
Any one non-responsive will lead to non-responsive/disqualification and financial proposal of the same will be returned sealed/un-opened.

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Annex-A

Price Schedule

Sr. No.	Name of item	Unit Price

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

Note:

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

Stamp & Signature of Bidder __________________________

Assistant Director Logistics,
CPO, Punjab Lahore

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 __________________________

Assistant Director Logistics,
CPO, Punjab Lahore

Annex-C

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 procuring agency if the procuring agency, 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 as 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**.

(i) Certified that the firm has not been black listed from any Department.

(ii) Certified that the documents/photocopies provided with bid are authentic. In case of any fake/bogus document formed at any stage, the firm shall be black listed as per Rules/Laws.

(iii) Certified that contractor/firm is not blacklisted or subject to any pending litigation with any Government or Public Department

PUNJAB POLICE undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: ____________________

Name of Company: ____________________

Date: ____________________

Assistant Director Logistics,
CPO, Punjab Lahore

Contract Form

CONTRACT BETWEEN Punjab Police Department and *M/s* -------------.

This agreement is executed on____________________

1.	Contract No.	**No.** **/C-V**		
2.	Contractor's Name & Address.			
3.	Contractor's reference.			
4.	Contractor's Sales Tax No.			
5.	Indentor's Name & Address.			
6.	Particulars of Stores/Services.			
ITEM	**DESCRIPTION OF STORES/SERVICES SPECIFICATIONS**	**Quantity**	**RATE PER UNIT IN RS.**	**TOTAL VALUE IN Rs.**
7	----------- *(As per approved sample and specifications).*	---------	-------- (*Including* all taxes whatsoever)	--------- (------------- *only)*
8.	Name and Address of Consignee.			
9.	Dispatch Instructions.			
10.	Delivery/completion of services Schedule.			
11.	Place of Delivery/completion of services.			
12.	Payment.			
13.	Part Payment/Part Supply			
14.	Warranty			

15. **SPECIAL INSTRUCTIONS.**

(a). The general and special conditions shall be the part and parcel of the contract.

(b). The Contractor should as per terms of the contract submit his Bill on the prescribed Bill form duly machine numbered. In case of any deviation from the above-prescribed procedure the Payment Office will not be responsible for any delay so caused.

(c). The Contractor is required to issue 'Acknowledgement' immediately on receipt of Cheque from the Payment Officer. In case he fails to acknowledge the Cheque within 07-days, his subsequent payment will be held in abeyance.

(d). The contractor shall keep the Consignee and Inspection Authority well informed with the supply position.

(e). Inspection Call should be sent at least two weeks before the date when the inspection is required, failing which actual date of inspection or two weeks after the receipt of the Inspection call, whichever is earlier, will be considered as the date of offering the Stores/Services for inspection.

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(f). The contractor shall return within 3 days the receipt of the contract on the enclosed SLIP duly filled in and signed in as token of having received the order.

(g). The contractor is required to send specimen signatures (in triplicate) of their authorized representative who is competent to sign the bills and receive payment on their behalf for onward transmission to Audit Officer duly attested by the Purchase Officer to enable the Audit Office to verify if payment has been received by an authorized representative of the contractor. The change of the contractor's representative authorized to sign bills and receive payments, etc. should be promptly reported by the contractor to the Audit Office as well as to the purchase officer failing which the entire responsibility for wrong payment will lie on the contractor.

(h) In case, any minor deviation / discrepancy is observed in the delivered Stores/Services, which can be rectified without affecting the quality, the Inspection Authority, on rejecting the whole Stores/Services, may direct the supplier to remove the same within the period fixed by the Procuring Agency, with or without imposition of liquidated damages (in case of delay). In case of non-compliance to remove the deviations / discrepancies, within due period, the Inspection Authority will have the right to reject the Stores/work done.

(i) The firm would be responsible to change original faulty parts if required at the agreed cost.

(j) In case of rejection of Goods/Services, the supplier shall be bound to replace the Stores or work done within stipulated time as decided by the Procuring Agency, with or without imposition of liquidated damages due to delay.

(k) Suppliers should note that if the Stores/Services inspected and released by the Inspection authority are rejected by the consignee or actual user / consumer then the same shall be re-inspected. Re-inspection of such Stores/work done by the Inspection Authority shall be in the presence of supplier's representative. If it is concluded that rejection is justified in term and conditions of contract, Stores/work done shall stand rejected and shall be replaced by the contractor at his own risk and cost, failing which the Stores shall be purchased at his risk and expense.

16. **Liquidated Damage**.

The delivery/completion period is essence of the contract. Liquidated damages will be imposed as per Section-II GCC Clause 9 of the bidding document. If the contractor fails to adhere to the delivery/completion of services schedule and intends to seek extension thereof, it will be the sole discretion of the procuring agency either to grant or refuse extension in delivery/completion of work period, on the basis of justification/reasoning provided by the bidder.

17. **SECURITY**.

A sum of ***Rs.--------/- (Rupees ------------- only) in the form of -----------, dated ------- as 10% performance guarantee*** has been obtained as security for successful completion of the contract. In case the contractor fails to execute the contract satisfactorily, the amount of security shall be forfeited including Black listing of the firm/individual. The procuring agency also reserves the right to purchase the material from elsewhere without any notice at the risk and cost of the defaulting contractor.

Note: Further the bidding documents shall be part of contract.

------------------,
------------------.
(Contractor)

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

Assistant Director Logistics,
CPO, Punjab Lahore

List of Sports Items

Sr #	Description	Quantity	Specifications
1.	Golf Gloves	24 Pair	As per sample
2.	Golf Shoes	6 Nos.	As per sample
3.	Golf Balls	60 Nos.	As per sample
4.	Golf Caps	10 Nos.	As per sample
5.	Golf Grips	12 Nos.	As per sample
6.	T-Shirt	7 Nos.	As per sample
7.	Bat	5 Nos.	As per sample
8.	Red Balls	175 Nos.	As per sample
9.	White Balls	175 Nos.	As per sample

Assistant Director Logistics,
CPO, Punjab Lahore

Specifications/Samples

Sr #	Description	Specifications	
1.	Golf Gloves	Titleist (Perma Soft) or equivalent As per sample	Medium + Large Professional
2.	Golf Shoes	FootJoy (FJ) M Project or equivalent As per Sample	Medium + Large Professional
3.	Golf Balls	Titleist (Pro Vix) or equivalent As per sample	Professional
4.	Golf Caps	Titleist or equivalent As per sample	Medium + Large Professional
5.	Golf Grips	Pride or equivalent As per sample	Professional
6.	T-Shirt	Nike or equivalent Ribbed coller, 2-button placket, Center-Back seam, 100% polyester, Machine wash	Medium + Large Professional
7.	Bat	CA/HS or equivalent	Professional
8.	Red Balls	GOC or equivalent	Professional
9.	White Balls	GOC or equivalent	Professional

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

SPORTS OFFICER
Police Sports Board
C.P.O., Lahore.