Tender/Bidding Document No. 02/CTD/2026-27

Procurement of Hot & Cold, Printing, Computer Stationery, Repair of Furniture, Repair of Hardware, Repair of Machinery, Stationery & Other Items on Frame Work Contract Basis

Counter Terrorism Department, Punjab
SSP/Admn, CTD HQ, opposite Jallo Park, Lahore
Tel: 042-99250700-01, Fax: 042-99250703-04

DISCLAIMER

1. This request for bidding documents has been prepared by the Counter Terrorism Department, Punjab ("CTD")/ procuring agency. This request constitutes no commitment on the part of the CTD to enter into any arrangements with any bidder in respect of this proposed procurement or otherwise.
2. The information contained in these bidding documents or as may be subsequently provided to bidder (whether verbally or in documentary or any other form) by or on behalf of the CTD, on the terms and conditions set out in these bidding documents, are indicative only and are provided solely to assist in a preliminary assessment of the proposed procurement. Moreover, each Bid (including each lot- if any) shall be evaluated in accordance with the prescribed Technical/ Financial Criteria provided in the Bidding Documents.
3. These bidding documents do not constitute an agreement; its sole purpose is to provide interested bidders with information that may be useful for them in preparing their bids pursuant to these bidding documents.
4. These bidding documents may not be appropriate for all persons and it is not possible for CTD to consider the objectives and particular needs of each party, which reads or uses these bidding documents.
5. The assumption, assessment, statements and information contained in theses bidding documents may not be complete, accurate and adequate or correct for the purposes of any or all bidders.
6. Each bidder shall, therefore, conduct its own due investigation and analysis, check the accuracy, adequacy, correctness, reliability and completeness of the assumption, assessments, statements and information contained in these bidding documents and seek independent professional advice on any or all aspects of these bidding documents, as deemed appropriate. However, CTD not under obligation to consider any such advice or opinion.
7. All information submitted in response to these bidding documents becomes the property of the procuring agency (CTD), including all business information and proprietary data submitted with all rights of communication and disclosures.
8. The CTD shall not be responsible for non-receipt or missing or delay in uploading or furnishing of any correspondence/ bid, original bid security & avidavits etc., sent by the post / courier / email / fax or online, as the case may be, by the bidder.
9. No decision shall be based solely on the information provided for any statements, opinions or information provided in these bidding documents.
10. While submitting a proposal in response to these bidding documents, each bidder certifies that he/it understands, accepts and agrees to the disclaimers set forth above.
11. Nothing contained in any provision of these bidding documents, any statements made orally or in writing by the person or party/bidder/contractor shall have the effect of negating, or suspending any of the disclaimers set forth herein.
12. CTD reserves the right to withdraw it or cancel this bidding process or any part thereof, or to vary any of its terms at any time during the completion of this process & Contract milestone or termination of such Contract signed between the successful Bidder & CTD without incurring any financial obligation in connection therewith.
13. CTD has also right to rectify any arithmetical or typo mistake at any time of this process.

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Section-I: Invitation to Bids

TENDER NOTICE (No. 02/CTD/2026-27)

Electronic Bids (e-Bids) are invited for **Procurement of Hot & Cold, Printing, Computer Stationery, Repair of Furniture, Repair of Hardware, Repair of Machinery, Stationery & Other Items on Frame Work Contract Basis** on e-Procurement System at website www.ep.punjab.gov.pk from Bidders i.e., firms/companies/sole proprietors/ general order Service Providers/ (JVs, if applicable) etc. engaged in trading, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.) having professional tax certificate for the FY-2026-27 from Excise & Taxation Department and registered on e-Procurement System, for different items / services on following lot basis:

Head of Account	Lot No.	Description of Lot	Estimated Amount (in PKR)	Bid Security (@3%)
Hot & Cold	1	Hot & Cold Items	4,208,500	126,255
Printing & Publication	2	Printing Items	24,527,350	735,821
Computer Stationry	3	Toners (Black & White)	25,230,685	756,921
	4	Toners (Color Printers)	15,197,640	455,929
Repair of Furniture	5	Repair of Furniture	4,814,132	144,424
Repair of Hardware	6	Repair of Hardware	2,647,350	79,421
Repair of Machinery	7	Repair & Maintenance of Photocopiers and Printers	6,289,380	188,681
	8	Repair & Maintenance of UPS, Generators and Power Equipment	3,522,825	105,685
	9	Repair & Maintenance of Air Conditioners	2,790,450	83,714
	10	Repair & Maintenance of General Machinery, Appliances and Equipment	3,953,094	118,593
Stationery	11	Paper, Filing & Binding Supplies	30,834,980	925,049
	12	Writing, Marking & General Desk Stationery	6,055,550	181,667
	13	Office, Leather, Branded & Presentation Accessories	8,313,950	249,419
Others	14	Paint, Electrical, Hardware & Maintenance Supplies	17,741,990	532,260
	15	Cleaning, Sanitation, Washroom & Housekeeping Supplies	25,385,790	761,574
	16	Kitchen, Dining & Hospitality Supplies	8,112,670	243,380
	17	Gardening, Pest-Control & Outdoor Utility Supplies	8,701,150	261,035
	18	Ceremonial, Branded, Office & General Accessories	9,249,900	277,497
Total			**207,577,386**	

2. All e-Bids shall be accompanied by Bid Securities in the amount specified against the respective lot(s). The Bid Securities shall be submitted electronically through the Punjab e-

Procurement System (eP) in accordance with the prescribed procedure developed in collaboration with the Bank of Punjab.

3. The complete E-bids must be submitted online on Punjab e-Procurement System (eP) at https://ep.punjab.gov.pk as per the following schedule:

E-Bid Submission/Closing Date & Time	**31.08.2026 till 11:00 AM**
E-Bid Opening Date & Time (Tender will be opened in presence, either physically or online, of bidders or their representatives who opt to attend the proceedings)	**31.08.2026 at 11:30 AM**

4. The bidders should submit e-bids as per Section III – Technical Specifications / Scope of Services of Bidding Documents. The e-bids shall be received as per single stage two envelope procedure as per Punjab Procurement Rules 2014.

5. Samples of all items (Except repair work) must be submitted before the E-bid opening date & time at the office of SSP Admin, CTD HQ, opposite Jallo Park, Lahore.

6. Any bidder may participate in single lot/package or may participate in all lots/packages separately. All prospective bidders shall be required to quote rate of each/every item in the package/lot. Any item mentioned without quoting rate shall make the bid non-responsive. The lowest evaluated bidder shall be determined on the cumulative quoted rate of the entire lot/package.

7. Bidding Documents are immediately available after date of publication. Counter Terrorism Department (CTD) Punjab, Lahore will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or online submission of Bids. In case of official holiday on the day of submission, next day will be treated as opening date. The Bidding document carrying all details can also be downloaded from the website of Punjab Procurement Regulatory Authority http://ppra.punjab.gov.pk, website of and https://ep.punjab.gov.pk.

8. For electronic bids submission, bidders are requested to register at www.ep.punjab.gov.pk. For any queries and assistance regarding registration and submission of bids on Punjab e-Procurement System (eP) please contact at: 1248.

9. The URL of the website of the PPRA is (http://eproc.punjab.gov.pk/ViewTender.aspx) and response time shall be calculated exclusively from the date of publication of the advertisement on the website of PPRA.

10. Technical and Financial Bids, duly completed, signed, stamped, and in complete conformity with Tender/bidding Documents must be submitted online on E-Procurement System:-

11. Bidders are advised to ensure uploading the Bids on E-Procurement System, well before the submission deadline, and not to wait for the last date and time to upload the bid. Bid submission on E-Procurement System shall entirely be the responsibility of the bidder. CTD will not be responsible for any issues thereof.

12. Bids that are incomplete, non-responsive, not signed and stamped, late, or submitted by other than a specified mode will not be considered for further process / evaluation.

13. Mr. Nadeem Ahmad, Assistant Director Admin & Procurement, of CTD Headquarters, Punjab, Lahore (0300-4590765) can be contacted for any guidance:

14. The lowest evaluated bidder shall be determined on the cumulative quoted rate of the entire lot/package.

15. On acceptance of tenders, the bidders shall deposit performance guarantee **under PPRA Rules 2014, Section 56, Chapter VIII. @ 10%** of the total value of the contract in the form of online transfer through e-Procurement System / Bank of Punjab in the name of the SSP/Admn, Counter Terrorism Department Punjab, Lahore and draw the contract agreements. Performance guarantee shall be refunded on successful completion of the contract.

16. (1) The Procuring Agency (CTD Punjab) reserves the rights to reject all bids or proposals at any time prior to the acceptance of a bid or proposals **under Rules 35 of PPRA 2014.**

(2) The procuring agency shall, upon request, communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.

(3) Income/Sales tax registration certificate and other documents as mentioned in bidding document must accompany the Technical bids. Taxes will be deducted as per Government rules.

Note: All assessments and procuring procedure i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules-2014. In case of any conflict between Bidding Documents and PPRA Rules 2014, the rules shall prevail.

SSP/Admin
for Addl: Inspector General of Police,
CTD Punjab, Lahore.
CTD HQ, opposite Jallo Park, Lahore
Tel: 042-99250700-01 Fax: 042-99250703-04
email: procurement@ctd.gop.pk

Section-II: Instructions to Bidders (ITB)

Note: - All the procurement procedures shall be conducted in accordance with Punjab Procurement Authority Act-2009 and Punjab Procurement Rules-2014. In case of any conflict between the provision of this document and PPRA Act-2009/ PPRA Rules-2014, the later shall prevail.

E-Procurement: Punjab PPRA Board vide Letter No. SO(I&C1) 5-4-2024 dated 09.05.2024 has directed that in order to improve governance, management, transparency, accountability and quality of public procurement of goods, works and services, Competent Authority has been pleased to direct that E-Procurement shall be mandatory for all Public Offices including Attached Departments, Autonomous Bodies, Companies and Authorities in Punjab with effect from 01.07.2024.

Therefore, all conditions pertain to implementation of E-Procurement System in Public Offices Punjab shall be observed in this bidding document and subsequent procedures.

- All e-Bids must be accompanied by Bid Security in the amount specified in the advertisement. The Bid Security shall be submitted/transferred online through the e-Procurement System in accordance with the prescribed procedure established in collaboration with the Bank of Punjab.
- Late E-bids shall be rejected.
- The complete E-bids must be submitted online on e-Procurement System website i.e., https://punjab.ep.punjab.gov.pk as per the schedule mentioned in BDS.

2.1 – Introduction		
2.1.1	Scope of Bid	The Procuring Agency (PA), as indicated in the Bid Data Sheet (BDS) invites Bids for the provision of Services/Goods as specified in the Section-IV Bid Data Sheet (BDS) and Section III – Technical Specifications & Section VII- Schedule of Requirements. The successful Bidders will be expected to deliver, install/ commissioning the goods/services within the specified period and timeline(s) as stated in the BDS.
2.1.2	Source of Funds	The Procuring Agency named in the Bid Data Sheet has received budget from the Government of Punjab. The Procuring Agency intends to apply the provided funds/ a portion of this budget to make eligible payments under the contract for which the Invitation to bids has been issued.
2.1.3	Eligible Bidders	(i) The Invitation to Bids is open to all suppliers i.e., association of firms/companies/sole proprietor/ general order suppliers / (JV, if applicable), registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.), and registered on e-Procurement System, except as provided hereinafter. (ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consultancy services for the preparation of the design, specifications, and other documents to be used for the procurement of the Services/goods to be

		purchased under this Invitation to Bids [if applicable]. (iii) Government-owned enterprises may participate only if they are duly/legally authorized in this regard by the respective/relevant competent forum/authority. (iv) Bidders shall not be under a declaration of blacklisting by the Procuring Agency. (v) The invitation for Bids is open to all prospective firms / companies, Suppliers, Manufacturers or Authorized Agents / Dealers / Distributors subject to any provisions or licensing / regulatory requirements issued by the respective National/ Provincial Professional Statutory Body established for that particular trade or business as mentioned in bid data sheet. (vi) A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be non-Responsive. A Bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if they: a. Are associated or have been associated for the procurement of the Services/goods to be purchased under this Invitation for Bids, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used. b. Have controlling shareholders in common; or c. Receive or have received any direct or indirect subsidy from any of them; or d. Have the same legal representative for purposes of this Bid; or e. Have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or (vii) A Bidder may be ineligible if:- a. The Bidder is declared bankrupt or, in the case of company or firm, insolvent; b. Payments in favor of the Bidder are suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the national laws, in the total or partial loss of the right to administer and dispose of its property; c. Legal proceedings are established against such Bidder or involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;

		d. The Bidder is convicted, by a final judgment, of any offence involving professional conduct; e. The Bidder is debarred and blacklisted by Proucreing Agency or Punjab Procurement Regulatory Authority due to involvement in corrupt and fraudulent practices in accordance with the provision of section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014. f. The Bidder is debarred and blacklisted in general (i.e., to the extent of all public procurement) due to consistent performance failure in accordance with the section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014. g. The firm, supplier and contractor is blacklisted/ debarred by Procuring Agency and Punjab Procurement Regulatory Authority. (viii) Bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively. (ix) Not used (x) Not used
2.1.4	Eligible Goods and Services	(i) All goods and related services to be supplied under the Contract shall have their origin in eligible source countries, defined in the *Bid Data Sheet (BDS/Technical Specification)*, and all expenditures made under the contract will be limited to such goods and related services. (ii) For purposes of this clause, "origin" means the place where thegoods are mined, grown, or produced, or the place from whichthe related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product is obtained that is substantially different in basic characteristics or in purpose or utility from its components. (iii) The origin of goods and services is distinct from the nationalityof the Bidder. In any case, the requirements of Rules 10 & 26 of PPR-14, shall be followed.
2.1.5	Cost of Bidding	The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as "the Procuring Agency," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.
2.1.6	One person one bid	(i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidder shall submit only one Bid against same item/lot in the same bidding process, either individually as a Bidder, (in JV) or any similar arrangement.

		(ii) No Bidder can be a sub-contractor while submitting a Bid individually or as a member of a joint venture in the same Bidding process. (iii) A Bidder, if acting in the capacity of sub-contractor in any Bid, shall not submit bid for the same.
2.2 - The Bidding Documents		
2.2.1	Content of Bidding Documents	(i) The goods/services required, Bidding procedures, and contract terms are prescribed in the Bidding documents. The Bidding documents, inter alia, include: a. Invitation to Bids b. Instructions to Bidders (ITB) c. Technical Specifications d. Bid Data Sheet e. General Conditions of Contract (GCC) f. Special Conditions of Contract (SCC) g. Schedule of Requirements h. Bid Form i. Manufacturer's Authorization Form j. Bidder Profile Form k. General Information Form l. Affidavit m. Bid Security Form n. Technical Bid Form o. Contract Form p. Financial Bid Form / Price Schedule q. Performance Guarantee Form r. Check List (ii) The Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents. Failure to furnish all information as required by the Bidding documents or to submit a Bid not responsive to the Bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid. (iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in ITB 2.2.1 (i) above, the said Bidding Documents, not in conflict with any provision of PPR-14, will take precedence. (iv) The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Procuring Agency or from its website or website of PPRA. Re-confirming from the Procuring Agency that all pages/ contents have been properly and clearly received is the prime responsibility of the Bidder.
2.2.2	Clarification of Bidding Documents	i) A prospective Bidder requiring any clarification of the Bidding documents may notify the procuring agency on the e-Procurement System. In case, e-procurement system is not working properly then the bidder may inform the Procuring Agency in writing or by e-mail. The

		Procuring Agency will respond via same medium to the prospective bidder in which it receives the clarification request but no later than **seven (07) days** prior to the deadline for the submission of Bids prescribed in the Bid Data Sheet. The Procuring Agency's response (including an explanation of the query but without identifying) will be uploaded on the e-Procurement System for clarity of bidders. ii) The Procuring Agency will within **three (03) working** days after receiving the request for clarification, respond the prospective bidder in writing or in electronic form to any request for clarification provided that such request is received not later than **seven (07) days** prior to the deadline for the submission of Bids. As prescribed in ITB 2.2.2 (i), above. However, this clause shall not apply in case of alternate methods of Procurement. iii) Copies of the Procuring Agency's response will be uploaded on e-Procurement System, including a description of the inquiry, but without identifying its source. iv) Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under ITB 2.2.3 v) If indicated in the BDS, the Bidder's designated representatives invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned in the BDS. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents. vi) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Bidders by uploading same on the e-Procurement System. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITB 2.2.3. Non-attendance at the pre- Bid meeting will not be a cause for disqualification of a bidder.
2.2.3	Amendment of Bidding Documents	i) At any time prior to the deadline for submission of Bids, but not later than three (3) days before the closing date of the submission of Bid, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding documents by amendment. Any such change/amendment in the Bidding documents shall be provided in a timely manner, through e-Procurement

		System, **not later than three (3) days**, and on equal opportunity basis as per Rule-25(3) OR Rule 25(4) of PPR-14 as the case may be. ii) All prospective Bidders that have received the Bidding documents will be notified of the amendment in writing or by email, and will be binding on them. Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or pre-Bid meeting may modify the Bidding Documents by issuing addenda. iii) Before the deadline for submission of E- Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or pre-Bid meeting may modify the Bidding Documents by issuing addenda. iv) Any addendum issued including the notice of any extension of the deadline shall be part of the Bidding Documents and shall be communicated in writing or in any identified electronic form, e.g. email that secures record of the content of subject communication. v) In order to allow prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of Bids, as per rule 29 of PPR-14, in the manner similar to the original advertisements, so as to avoid any inconvenience and to doubly ensure level playing field for all prospective bidders.
2.3 - Preparation of E-Bids		
2.3.1	Language of Bid	The E-Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring Agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in same language.
2.3.2	Bid Form	The Bidder shall complete the Bid Form and the appropriate Price Schedule (Financial Bid) furnished in the Bidding documents, indicating the services/goods to be supplied, a brief description of the services/goods, their country of origin, quantity, and prices.
2.3.3	Bid Prices	(i) The Bidder shall indicate on form 8.10 the unit prices (where applicable) and total Bid price of the services/goods it proposes to supply under the contract. **(ii)** Prices indicated on the Price Schedule shall be **item wise & package/lot wise.** (iii) The Bidder's separation of price components in accordance with ITB Clause 2.3.3(ii) above will be solely for the purpose of facilitating the comparison of Bids by the Procuring Agency and will not in any way limit the Procuring Agency's right to contract on any of the terms offered.

		(iv) Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A Bid submitted with an adjustable price quotation will be treated as non-responsive and may be rejected.
2.3.4	Bid Currencies	Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
2.3.5	Documents Establishing Bidder's Eligibility and Qualification	(i) Pursuant to ITB Clause 2.1.3, the Bidder shall furnish, as part of its Bid, documents establishing the Bidder's eligibility to Bid and its qualifications to perform the contract if its Bid is accepted. (ii) The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its Bid, is eligible as defined under ITB Clause 2.1.3. (iii) The documentary evidence, of the Bidder's qualifications to perform the contract if its Bid is accepted, shall establish to the Procuring Agency's satisfaction: a. that, in the case of a Bidder offering to supply services/goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer *[Manufacturer's Authorization form No. 8.3]* or producer to supply the same in Pakistan; **(where applicable)** b. that the Bidder has the financial, technical, and production **or supplying** capability necessary to perform the contract; c. that, in the case of a Bidder not doing business within Pakistan, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and d. that the Bidder meets the qualification criteria listed in the Bid Data Sheet.
2.3.6	Documents Establishing Goods' Eligibility and Conformity to Bidding Documents	(i) Pursuant to ITB Clause 2.1.4, the Bidder shall furnish, as part of its Bid, documents establishing the eligibility and conformity to the Bidding documents of all goods and related services which the Bidder proposes to supply under the contract. (ii) The documentary evidence of conformity of the goods and services to the Bidding documents may be in the form of literature/ **brochures**, drawings, data and shall consist of: a. a detailed description of the essential technical and performance characteristics of the goods; b. a list giving full particulars, including available sources

		and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring Agency; and c. an item-by-item commentary on the Procuring Agency's Technical Specifications demonstrating responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications. (iii) For purposes of the commentary to be furnished, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring Agency in its Technical Specifications, are intended to be descriptive only and not restrictive. (iv) Where a sample(s) is required by a procuring agency, the sample shall be: a. submitted on the date, in the quantities, dimensions and other details requested in the BDS; b. carriage paid; c. received on, or before, the date mentioned in BDS; and d. Evaluated to determine compliance with all characteristics listed in the BDS. (v) The Procuring Agency may retain the sample(s) of the successful Bidder till the successful delivery of the services/goods. A Procuring Agency may reject the Bid if the sample(s):- a. do(es) not conform to all characteristics prescribed in the bidding documents; and b. is/are not submitted within the specified time clearly mentioned in the Bid Data Sheet. (vi) Where it is not possible to avoid using a propriety article as a sample, a Bidder shall make it clear that the propriety article is displayed only as an example of the type or quality of the services/goods being Bided for, and that competition shall not thereby be limited to the extent of that article only. (vii) Samples made up from materials supplied by a Procuring Agency shall not be returned to a Bidder nor shall a Procuring Agency be liable for the cost of making them. (viii) All samples, belonging to an unsuccessful Bidder may be kept by the Procuring Agency till thirty (30) days from the date of award of contract or exhaust of all the grievance forums (including those pending at Authority's Level or in some Court of Law). (ix) Pursuant to the requirements as indicated in ITB 2.3.6, the Bidder shall furnish, as part of its Bid, all those

		documents establishing the eligibility in conformity to the terms and conditions specified in the Bidding Documents for all services/goods and related services which the Bidder proposes to deliver. (x) The Bidder shall also furnish a list giving full particulars, including available sources and current prices of services/goods, spare parts, special tools, etc., necessary for the proper and continuing functioning of the services/goods during the period specified in the BDS following commencement of the use of the services/goods by the Procuring Agency. (xi) The required documents and other accompanying documentsmust be in English. In case any other language than English is used the pertinent translation attested by the embassy incountry of manufacturer into English shall be attached to the original version.
2.3.7	Bid Security	(i) The Bidder shall furnish, as part of its **e-**Bid, a Bid security in the amount specified in the Bid Data Sheet. (ii) Bid Security should be submitted / transferred online as per the procedure established in system (e-Procurement System) in collaboration with Bank of Punjab. (iii) (a) Bid Security should be valid for …… Thirty (30) Days, beyond the validity of Bid, or until furnishing of the Performance Security, whichever is later. (iv) The Bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause 2.3.7. (vii) (v) Any Bid not secured in accordance with ITB Clauses 2.3.8 (i) and (ii) may be rejected by the Procuring Agency as non-responsive. (vi) Unsuccessful Bidders' Bid security will be released/refunded through the e-Procurement System," as applicable promptly as possible after due process pursuant to ITB clause 2.3.8 (ii) or along with unopened financial proposal as per rule 38(2)(a)(vii) of PPR-14, which shall take precedence. (vii) The successful Bidder's Bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 2.6.1, and furnishing the Performance Guarantee, pursuant to ITB Clause2.6.2. (viii) The Bid security may be forfeited: a. If a Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or b. In the case of a successful Bidder, if the Bidder: i. Fails to sign the contract in accordance with ITB Clause 2.6.3; **or** ii. Fails to furnish Performance Guarantee in accordance with ITB Clause 2.6.2; or • If the blacklisting proceedings under Section-17A

		of PPRA Act, 2009 read with Rule-21 of PPR-14 are initiated and the bidder is declared blacklisted after due process of law.
2.3.8	Period of Validity of Bids	(i) Bids shall remain valid for the period specified in the Bid Data Sheet after the date of Bid opening prescribed by the Procuring Agency. A Bid valid for a shorter period may be rejected by the Procuring Agency as non-responsive. (ii) In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made through e-Procurement System. In case, e-procurement system is not working properly then the Procuring Agency may inform the bidder in writing or by email. The Bid security provided under ITB Clause 2.3.8 shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security. A Bidder accepting the request will not be required nor permitted to modify its Bid.
2.3.9	Format and Signing of Bid	(i) The Bidder shall prepare e-bids of the scanned documents in the form of PDF file and as per requirements in tender document. (ii) The Bidder shall authorize a person/ persons for signing, submission and further correspondence with Procuring Agency on behalf of bidder. Authority letter must be part of e-bid. However, in case of any issue bidder shall be responsible for all consequences. (iii) All scanned pages of the e-Bid, shall be signed and stamped by the authorized person before scanning. (iv) Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the authorized person for signing the e-Bid. (v) The name and position held by each person signing the authorization must be typed or printed below the signature. All scanned pages of the e-Bid, shall be signed and stamped by the authorized person before scanning. (vi) Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder. (vii) The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid and to contract execution if the Bidder is awarded the contract.
2.4 – Submission of Bids		
2.4.1	Procedure for e-bids submission	i) The bidder shall submit e-bids (separate technical and financial) as per requirement of the e-Procurement System. ii) Single Stage Two Envelope Procedure will be followed, the e-bid shall comprise two e-bids submitted simultaneously, one called the Technical e-Proposal and the other Financial e- Proposal.
2.4.2	Deadline for	(i) E-Bids must be submitted on the e-Procurement System

	Submission of E-Bids	no later than the time and date specified in the Bid Data Sheet. Physical Bids received through courier services or delivered by the bidder, shall not be accepted. (ii) The Procuring Agency may, at its discretion and as per rule 29 of PPR-14, extend this deadline for the submission of Bids by amending the Bidding documents in accordance with ITB Clause 2.2.2 & 2.2.3 in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended. (iii) E-Bids must be submitted on the e-Procurement System no later than the date and time specified in the BDS.
2.4.3	Late E-Bids	(i) E-Bids will not be accepted on the e-Procurement System , after closing time. However, if any E-bid is submitted on the system after closing time due to some technical glitch in the e-Procurement System , in that case bid shall be declared late and rejected. (ii) The Procuring Agency shall not consider for evaluation any Bid that is submitted after the deadline for submission of E-Bids.
2.4.4	Modification and E-Bids Withdrawal of E-Bids	(i) The Bidder may modify or withdraw its e-bid after the e-bid's submission and prior to the deadline prescribed for submission of e-bids. (ii) No e-bid may be modified after the deadline for submission of Bids. (iii) No e-bid may be withdrawn in the interval between the deadline for submission of e-bids and the expiration of the period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security (along with other remedies available under PPR-14), pursuant to the ITB Clause 2.3.8 (vii). (iv) A Bidder may amend its e-bid after it has been submitted and prior to the deadline for submission of Bids. (v) Revised e-bid may be submitted after the withdrawal of the original e-bid before the deadline for submission of Bids.
2.5 - Opening and Evaluation of Bids		
2.5.1	Opening of E-Bids by the Procuring Agency	(i) The Procuring Agency will open all e-Bids on e-procurement sustem, in public, in the presence of Bidders, or their representatives who choose to attend, and other parties with a legitimate interest in the Bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present physically, shall also sign a register/attendance sheet as proof of their attendance. (ii) E-Bids shall be opened on the e-Procurement System one at a time, in case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each E- Bid, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the

		Procuring Agency may consider appropriate, will be announced by the Procurement Evaluation Committee. (iii) In case of Single Stage Two Envelope Procedure, the Procuring Agency will open on the e-Procurement System the Technical Proposals in public at the address, date and time specified in the **BDS** in the presence of Bidders, designated representatives who choose to attend and other parties with a legitimate interest in the Bid proceedings. The Financial Proposals will remain unopened on the e-Procurement System until the specified time of their opening. (iv) Technical e-bids shall be opened one at a time, and the following read out and recorded: (a) the name of the Bidder; (b) the presence of a Bid Security, if required; and (c) Any other details as the Procuring Agency may consider appropriate. (v) Bidders are advised to depute a representative with the knowledge of the content of the e-Bid who shall verify the information read out from the submitted documents. Failure to depute a representative or to point out any un-read information by the deputed Bidder's representative shall indemnify the Procuring Agency against any claim or failure to read out the correct information contained in the Bidder's e- Bid. (vi) The Procuring Agency shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a late bid, the Bid price if applicable. (vii) The Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder's signature on the record shall not invalidate the contents and affect the record. (viii) Minutes of the Financial Bid Opening shall be recorded and report shall be uploaded by the procuring agency on its website or shared to all bidders through the e-Procurement System . *If Procuring Agency opts for single stage one envelope procedure as per rule 38(1) of PPR-14, clause (vi) to (xiii) should be formulated accordingly by the procuring agency.*
2.5.2	Confidentiality	(i) Information relating to the examination, clarification, evaluation and comparison of Bids and recommendation of contract award shall not be disclosed to Bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report in accordance with the requirements of rule 37 of PPR-14. (ii) Any effort by a Bidder to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid. (iii) Not with standing **ITB Clause 2.2.2** from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing or on e-

		Procurement System .
2.5.3	Clarification of E-Bids	(i) As per rule 33(2) of PPR-14, to assist in the examination, evaluation and comparison of E-Bids and post-qualification of the Bidders, the Procuring Agency may, at its discretion, ask any Bidder for a clarification of its Bid including breakdown of prices to determine its reasonability. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered. (ii) The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted. Whereas in case of Single Stage One Envelope Procedure, only the correction of arithmetic errors discovered by the Procuring Agency in the evaluation of Bids should be sought in accordance with ITB Clause 2.5.6. (iii) The alteration or modification in the e-bid which in any way compromise the following parameters will be considered as a change in the substance of a bid: a) Evaluation & qualification criteria; b) Required scope of work or specifications; c) All securities requirements; d) Tax requirements; e) Terms and conditions of bidding documents. f) Change in the ranking of the Bidder (iv) From the time of e-bid opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bid it should do so on the e-Procurement System . In case e-Procurement System is not working properly then the bidder may contact the Procuring Agency in writing or by e-mail.
2.5.4	Preliminary Examination	(i) The Procuring Agency will examine the e-bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the e-bids are generally in order. (ii) Arithmetical errors will be rectified on the following basis: a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited. b. If there is a discrepancy between words and figures, the amount in words will prevail. (iii) Prior to the detailed evaluation, the Procuring Agency will

		determine the responsiveness of each e-bid to the Bidding documents, pursuant to ITB Clause 2.5.5. For purposes of these Clauses, a responsive e-bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning Bid Security (ITB Clause 2.3.8), Applicable Law (GCC Clause 30), Taxes and Duties (GCC Clause 32) & mandatory Registrations/Renewals will be deemed to be a material deviation. The Procuring Agency's determination of a e-bid's responsiveness is to be based on the contents of the e-bid itself without recourse to extrinsic evidence. (iv) If a e-bid is not responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the non-conformity. (v) Prior to the detailed evaluation of e-bids, the Procuring Agency will determine whether each e-bid: a. Meets the eligibility criteria defined in **ITB 2.1.3** and **ITB 2.1.4**; b. Has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents; c. Has been properly signed; d. Is accompanied by the required securities; and e. Is responsive to the requirements of the Bidding Documents. The Procuring Agency's determination of a e-bid's responsiveness will be based on the contents of the e-bid itself.
2.5.5	Examination of Terms and Conditions; Technical Evaluation	(i) The Procuring Agency shall examine the e-bid to confirm that allterms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation orreservation. (ii) The Procuring Agency shall evaluate the technical aspects of the e-bid submitted to confirm that all requirements specified in **Section III-Technical Specifications, Section VII – Schedule of Requirements, and Evaluation Criteria as provided in BDS,** have been met without material deviation or reservation. (iii) If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the e-bid is not responsive in accordance**,** it shall reject the Bid.
2.5.6	Correction of Errors	(i) E-bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: a. If there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total

		price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected; b. If there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and c. Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern. d. Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors. (ii) The amount stated in the e-bid will be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors. The concurrence of the Bidder shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its e-bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 2.3.8.**
2.5.7	Conversion to Single Currency	As per rule 32(2) of PPR-14, to facilitate evaluation and comparison, the Procuring Agency will convert all Bid prices expressed in the amounts in various currencies in the which the bid prices as follows: For the purposes of comparison of e-bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day, in case of holiday in State Bank of Pakistan on the day of opening financial bids, then previous working day's ex-change rates will prevail.
2.5.8	Post-Qualification & Evaluation of Bids	(i) In the absence of prequalification, the Procuring Agency will determine to its satisfaction whether the Bidder is qualified to perform the contract satisfactorily, in accordance with the evaluation criteria listed in BDS & pursuant to ITB Clause 2.1.3. (ii) The determination will take into account the Bidder's financial, technical, and production / supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 2.3.6, as well as such other information required for eligibility/qualification expressed in Bid Data Sheet as the Procuring Agency deems necessary and appropriate. (iii) The Procuring Agency will **technically evaluate** and compare the e-bids which have been determined to be

		responsive, pursuant to ITB Clause 2.5.5, as per Technical Specifications required. (iv) The **financial evaluation** of a Bid will be on the basis of form ofPrice Schedules/ Financial Bid Form 8.10 which must include clear cut instruction regarding item wise or lot wise evaluation inclusive of prevailing taxes, duties, fees etc. (evaluation will be carried out item/lot wise as the case may be)
2.5.9	Contacting the Procuring Agency	(i) Subject to ITB Clause 2.5.3, no Bidder shall contact the Procuring Agency on any matter relating to its e-bid, from the time of the Bid opening to the time the evaluation report is made public i.e., 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has grievance to the notice of the Procuring Agency, it should do so on the e-Procurement System . (ii) Any effort by a Bidder to influence the Procuring Agency during e-bid evaluation, or e-Bid comparison may result in the rejection of the Bidder's e-bid.
2.5.10	Grievance Redressal	(i) As per Rule-67 of PPR-14, Procuring Agency shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The GRC shall not have any of the members of the Procurement Evaluation Committee. The Committee may preferably have one subject specialist depending upon the nature of the procurement in addition to one person with legal background as per their availability to the Procuring Agency. (ii) Any bidder feeling aggrieved by any act of the procuring agency after the submission of his e-bid may lodge a written complaint concerning his grievances within five days of announcement of the technical evaluation report and ten days after issuance of final evaluation report. (iii) In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that detail technical evaluation report has been uploaded on the website of the Authority. Provided further that the complainant may raise the objection on any part of the final evaluation report in case where single stage single envelope bidding procedure is adopted. (iv) The Committee shall investigate and decided the compliant within days of receipt of the compliant. (v) The Committee may: a. decide the compliant lodged by any bidder before proposal submission date; b. set aside the decision of technical evaluation committee; c. uphold the decision of technical evaluation committee;

		d. modify the decision of technical evaluation committee; and e. recommend scrapping of the procurement process with reasons to be recorded in writing. (vi) Any bidder aggrieved by any decision of the Grievance Redressal Committee may file a representation before the Managing Director, PPRA, Punjab as per Punjab Procurement Rules 67A. (vii) As per Clause 15 of Punjab Procurement Regulations 2024, The bidder shall file a grievance before the grievances redressal committee through the e-PADS. The bidder shall also submit a hard copy of the same to the grievances redressal committee in accordance with rule 67 of the rules. All the grievances filed by the bidders or contractors shall be redressed efficiently, as soon as possible, in accordance with the rule 67 of the rules. The Procuring agency shall inform the decision on the grievance to the bidder on the e-PADS or in the form of letter, as the case may be.
2.6 - Award of Contract		
2.6.1	Notification of Award	(i) Prior to the expiration of the period of Bid validity, the Procuring Agency will notify the successful Bidder in writing by registered letter or through e-Procurement System that its e-bid has been accepted. (ii) The notification of award will constitute the formation of the Contract. (iii) Upon the successful Bidder's furnishing of the Performance Guarantee pursuant to ITB Clause 2.6.2 (i), the Procuring Agency will promptly notify each unsuccessful Bidder and will discharge its Bid security, pursuant to ITB Clause 2.3.8 (v).
2.6.2	Performance Guarantee	(i) Within feffteen (15) days of the issuance of notification of award / Letter of Intent (LOI) from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee (an equivalent amount transferred online as per the procedure established in system (e-Procurement System) in collaboration with Bank of Punjab) in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the Bidding documents, or in another form acceptable to the Procuring Agency. (ii) Failure of the successful Bidder to comply with the requirement of ITB Clause (i) above or ITB Clause 2.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security along with other remedies available under PPR-14. After that, the Procuring Agency may decide to award the contract to the next lowest evaluated Bidder, keeping in view the Bid validity time, or call for new bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated in rule-4 of PPR-14.
2.6.3	Signing of	(i) At the same time as the Procuring Agency notifies the

	Contract/ Issuance of Purchase Order	successful Bidder that its e-bid has been accepted, the Procuring Agency will send the Bidder the Contract Form provided in the Bidding documents, incorporating all agreements between the parties or will issue the purchase order *[as the case may be]*. (ii) Under rule-63 of PPR-14, where the Procuring Agency requires formal signing of contract, within seven (07) days of issuance of the Contract Form, the successful Bidder shall sign and mention date of the contract and return it to the Procuring Agency. (iii) Where no such formal signing is required by the procuring agency, the procuring agency shall issue purchase order after the receipt of required performance guarantee, as per rule 55 of PPR-14.
2.6.4	Award Criteria	Subject to ITB Clause 2.6.2, under rule-55 of PPR-14, the Procuring Agency will award the contract to the successful Bidder whose Bid has been determined to be responsive and has been determined to be the lowest evaluated Bid, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.
2.6.5	Procuring Agency's Right to Vary Quantities at Time of Award	The Procuring Agency reserves the right at the time of contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59 (c)(iv) of PPR-14 (not more than 15%).
2.6.6	Procuring Agency's Right to accept or reject all e-bids	(i) As per rule 35 of PPR-14, the Procuring Agency reserves the right to accept or reject all e-bids or proposals (and to annul the e-bidding process) at any stage/time prior to the acceptance of any bid or proposal, without thereby incurring any liability towards the Bidders. (ii) The Bidders shall be promptly informed about the rejection, if any. (iii) The Procuring Agency shall upon request communicate to any Bidder, the grounds for its rejection of all e-bids or proposals, but shall not be required to justify those grounds.
2.6.7	Re-Bidding	If the Procuring Agency rejects all the e-bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.
2.6.8	Corrupt or Fraudulent Practices	**i)** The Procuring Agency, Bidders, Suppliers, and Contractors observe the highest of ethics during the procurement and execution of contracts. "Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009, which is as follows: "(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the

		procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following: i. Coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party; ii. Collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain; iii. Offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain; iv. Any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation; v. Obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process." **ii) Blacklisting & Debarment:** Blacklisted Bidders i.e. firms/companies/sole proprietor/ general order suppliers/ JVs etc. and those found involved in "Corrupt Practices" are not allowed to participate in bidding. **Requirements & Procedure for Blacklisting & Debarment:** As per S-17A of PPRA, Act, 2009: **"17A. Blacklisting**.– (1) A procuring agency may, for a specified period and in the prescribed manner, debar a bidder or

		Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor indulges in corrupt practice or any other prescribed practice. (2) The Managing Director may, in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of all or some of the procuring agencies for a specified period. (3) Any person, aggrieved from a decision of a procuring agency, may within prescribed period prefer a representation before the Managing Director. (4) A procuring agency or any other person, aggrieved from a decision of the Managing Director, may within prescribed period prefer a representation before the Chairperson whose decision on such representation shall be final. As per rule 21 of PPR-14: **21. Blacklisting**.–(1) A procuring agency may, for a specified period, debar a bidder or Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor has: (a) acted in a manner detrimental to the public interest or good practices; (b) consistently failed to perform his obligation under the Contract; (c) not performed the Contract up to the mark; or (d) indulged in any corrupt practice. (2) If a procuring agency debars a bidder or Contractor under sub-rule (1), the procuring agency: (a) shall forward the decision to the Authority for publication on the website of the Authority; and (b) may request the Authority to debar the bidder or Contractor for procurement of all procuring agencies. (3) The Managing Director may debar a bidder or Contractor of any procuring agency from participating in any public procurement process of all or some of the procuring agencies for such period as the Managing Director may determine. (4) Any person aggrieved by a declaration made under rule 20 or a decision under sub-rule (1) of this rule may, within thirty days from the date of the publication of the information on the website of the Authority, file a representation before the Managing Director and the Managing Director may pass such order on the representation as he may deem fit. (5) Any person or procuring agency aggrieved by an order under sub-rule (3) or (4) may, within thirty days of the order, file a representation before the Chairperson and the Chairperson may

		pass such order on the representation as he may deem appropriate. (6) The mechanism or process for barring a bidder or Contractor from participating in procurement process of a procuring agency, procuring agencies and a representation under this rule is specified in the Schedule appended to these rules. As per Schedule appended with PPR-14: **SCHEDULE** see sub-rule (6) of rule 21 **BLACKLISTING MECHANISM OR PROCESS** 1. The procuring agency may, on information received from any resource, issue show cause notice to a bidder or Contractor. 2. The show cause notice shall contain: (a) precise allegation, against the bidder or Contractor; (b) the maximum period for which the procuring agency proposes to debar the bidder or Contractor from participating in any public procurement of the procuring agency; and (c) the statement, if needed, about the intention of the procuring agency to make a request to the Authority for debarring the bidder or Contractor from participating in public procurements of all the procuring agencies. 3. The procuring agency shall give minimum of seven days to the bidder or Contractor for submission of written reply of the show cause notice. 4. In case, the bidder or Contractor fails to submit written reply within the requisite time, the procuring agency may issue notice for personal hearing to the bidder or Contractor/ authorize representative of the bidder or Contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed. 5. In case the bidder or Contractor submits written reply of the show cause notice, the procuring agency may decide to file the matter or direct issuance of a notice to the bidder or Contractor for personal hearing. 6. The procuring agency shall give minimum of seven days to the bidder or Contractor for appearance before the specified officer of the procuring agency for personal hearing. 7. The procuring agency shall decide the matter on the basis of the available record and personal hearing of the bidder or Contractor, if availed. 8. The procuring agency shall decide the matter within

			fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing. 9. The procuring agency shall communicate to the bidder or Contractor the order of debarring the bidder or Contractor from participating in any public procurement with a statement that the bidder or Contractor may, within thirty days, prefer a representation against the order before the Managing Director of the Authority. 10. The procuring agency shall, as soon as possible, communicate the order of blacklisting to the Authority with the request to upload the information on its website. 11. If the procuring agency wants the Authority to debar the bidder or Contractor from participating in any public procurement of all procuring agencies, the procuring agency shall specify reasons for such dispensation. 12. The Authority shall immediately publish the information and decision of blacklisting on its website. 13. In case of request of a procuring agency under para 11 or representation of any aggrieved person under rule 21, the Managing Director shall issue a notice for personal hearing to the parties and call for record of proceedings of blacklisting. The parties may file written statements and documents in support of their contentions. 14. In case of representation of any aggrieved person or procuring agency under rule 21, the Chairperson shall issue a notice for personal hearing to the parties and may call for the record of the proceedings. The parties may file written statements and documents in support of their contentions. 15. In every order of blacklisting under rule 21, the procuring agency shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting. 16. The Authority shall upload all the decisions under rule 21, available with it, on its website. But the name of a bidder or Contractor shall immediately be removed from the list of blacklisted persons on expiry of period of blacklisting or order of the competent authority to that effect, whichever is earlier. 17. An effort shall be made for electronic communication of all the notices and other documents pursuant to this mechanism or process." **iii)** Furthermore, Bidders must keep themselves aware of the provision stated in clause 5.4 and clause 24.1 of the General Conditions of Contract.
2.6.9	**Framework**	(i)	While quoting the rate in a framework contract, the

	Contract Modality Applicable	Bidder must consider the following facts: a. Certain volume and quantity of the goods as prescribed in Bid Data Sheet. b. The Bidder have to maintain the rates of the goods for thewhole financial year. c. The Bidder should quote the rate as per Price Schedule/ Financial Bid form. The bidder shall follow the prescribed format for financial bid as per financial bid form given in the bidding documents. In case of non–observance of prescribed format, financial bid may be rejected.

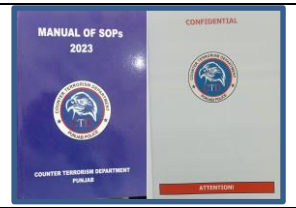
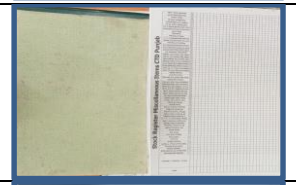
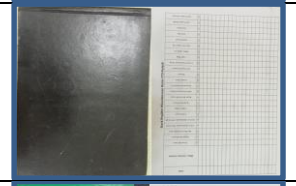
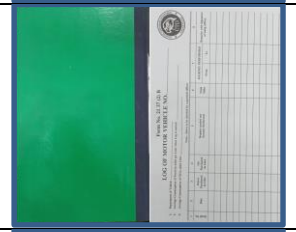
Section-III. Technical Specifications

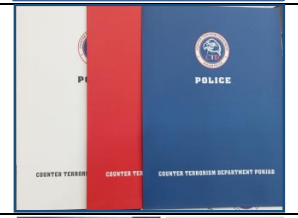
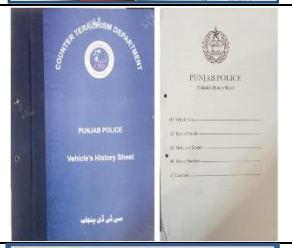
Lot No. 1, Hot & Cold Items

Sr. No.	Name of items	Physical measurements (±5% admissible)	Performance / functional requirements	Packaging	Specifications	Qty
1	Wooden Charcoal	size 5"-8"	To provide long-lasting, efficient heat source for security personnel to stay warm during cold winter duty hours.	Jute bag of 40kg	Sheesham Wood charcoal, size 5"-8"	12500
2	Ice Block	Length 42"-46", Width 18"-22", Height 9"-10'	To provide a reliable cooling source to help security personnel stay refreshed and prevent heat stress during hot summer duty hours.	Block	Per Block (Length 42"-46", Width 18"-22", Height 9"-10")	750

Lot No. 2, Printing Items

Sr. No.	Name of items	Physical measurements (±5% admissible)	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Pictures	Tentative Qty
1	Red Book	L: 10.5-11.5", W: 8-9", thickness: 7-12mm	Plastic packet of one unit	L: 10.5-11.5", W: 8-9", overall thickness: 7-12mm, paper quality: glossy paper, cover pages: laminated Glossy hardback, pages: as per actual figures. Text & figures will be provided at the time of printing or as per sample		325
2	Personal File for Monitoring	L: 10.5-11.5", W: 8-9"	Plastic packet of one unit	L: 10.5-11.5", W: 8-9", paper quality: 80gram, pages: 35-40, cover pages: laminated Thin card, Text & figures will be provided at the time of printing or as per sample		15000

3	SOP Book 2026	L: 11-12", W: 8-8.5", thickness: 15-23mm	Plastic packet of one unit	L: 11-12", W: 8-8.5", overall thickness: 15-23mm, paper quality: 80 gram, cover pages: glossy laminated hard board, pages: 230-270 (may changes as per actual figures). Text & figures will be provided at the time of printing or as per sample		1000
4	Stock Register Large (Store)	L: 34-38", W: 15-18"	NA	L: 34-38", W: 15-18", pages: 180-220, paper quality: 80 gram, cover pages: stiff cardboard with cloth binding. Text & figures will be provided at the time of printing or as per sample		30
5	Stock Registor Small (Store)	L: 16-18", W: 11-13"	NA	L: 16-18", W: 11-13", pages: 280-320, paper quality: 80 gram, cover pages: cardboard binding (synthetic leather over cardboard). Text & figures will be provided at the time of printing or as per sample		30
6	Log Book Register	L: 13-14", W: 8-9", thickness: 2.2cm-208cm	NA	L: 13-14", W: 8-9", overall thickness: 2.2cm-2.8cm, paper quality: 70 gram, cover pages: Hard cardboard with glossy finish with fabric-bound spine. Text & figures will be provided at the time of printing or as per sample		1500
7	Presentation Card with Cover (small)	L: 13-14cm, W: 10-11cm	Plastic packet of 12 units	L: 13-14cm, W: 10-11cm (file cover pattern), paper: 320g, CTD logo printed in centre of front page		1000

8	Presentation Card with Cover (large)	L: 20.5-21.5cm, W: 15-16cm	Plastic packet of 12 units	L: 20.5-21.5cm, W: 15-16cm (file cover pattern), paper: 320g, CTD logo printed in centre of upper side of front page		1000
9	File Cover (Red, Blue, White) (Set of 3)	L: 12.5-13.5", W 9.5-10.5"	Plastic packet of 50 units	Weight: 345-355 gm (Art Card), colour: Red, Blue, White or as per sample		15000
10	History Sheet	Card:L: 13-14", W 10-10.5"Paper:L: 12-13", W 8-8.5"	--	Binding: Cardpaper, paper: 70g, number of pages: 7-9 or as per sample		2000
11	File cover white Simple (with CTD Logo)	size: 12-13" x 8.7-9.2"	Plastic packet of 50 pieces	Weight: 345-355 gm (Art Card), size:: 12-13" x 8.7-9.2" or as per sample		30000
12	File cover white with pocket (with CTD Logo)	size: 12-13" x 8.7-9.2"	Plastic packet of 50 pieces	Weight: 345-355 gm (Art Card), size: 12-13" x 8.7-9.2" or as per sample		30000

Lot No. 3, Toners (Black & White)

Sr. No.	Item Name	Performance / functional requirements	Packaging	Specifications (±5% admissible)	Tentative Qty
1	Toner Printer (Genuine) HP (M4103dw) (151A) Year 2024	Delivers ISO/IEC-rated black-and-white pages with crisp LaserJet print quality, seamless OEM compatibility, and high reliability in the HP copier/printer	Cardpaper packet of single unit	Page yield (Black and White): 3000-3100 standard pages	120
2	Toner Printer Canon (Genuine) (057-H)	Delivers ISO-rated black-and-white prints with dependable OEM quality, seamless compatibility in Canon ImageCLASS and i-SENSYS devices, and easy, mess-free installation	Cardpaper packet of single unit	Page Yield: 3000-3200 Standard pages (Genuine or equivalent)	90
3	Toner Printer HP (Genuine) (127fn) (83A)	To deliver ISO-standard black-and-white prints with crisp, reliable OEM quality and seamless compatibility in the HP series	Cardpaper packet of single unit	Page yield (Black and White): 1400-1600 Standard pages (Genuine or equivalent)	30
4	Toner Printer HP (Genuine) (1102) (85A)	To deliver sharp, consistent black-and-white prints with OEM reliability, easy 'plug-and-play' replacement, and optimal compatibility with HP printers	Cardpaper packet of single unit	Page yield (Black and White): 1500-1700 Standard pages (Genuine or equivalent)	30
5	Toner Printer HP (Genuine) (M401dne) (80A)	To deliver sharp, high-quality monochrome prints with consistent OEM reliability—providing coverage in the HP printer	Cardpaper packet of single unit	Page yield: 2600-2800 Standard pages (Genuine or equivalent)	35
6	Toner Printer HP (Genuine) (M426dw) (26A) Year 2024	To deliver ISO-standard black-and-white page prints with crisp LaserJet output, seamless JetIntelligence OEM reliability, and anti-fraud cartridge tracking in the HP printer	Cardpaper packet of single unit	Page Yield (black and white): 3000-3200 pages Standard pages (Genuine or equivalent)	210

Lot No. 4, Tonors (Color Printers)

Sr. No.	Item Name	Performance / functional requirements	Packaging	Specifications (±5% admissible)	Tentative Qty
1	Colour ink Printer Epson (Genuine) (T-60)	To reliably produce fast, high-quality wide-format color and black & white prints on diverse media using	Cardpaper packet of single unit	Page yield: 1000-1300 Standard pages (Genuine or equivalent)	90

		CrystalPoint technology and TonerPearl consumables for demanding CAD, GIS, and graphic applications			
2	Toner Printer HP (Colour) (Genuine) (M281fdw) (203A) Year 2024	HP color toners deliver vibrant, accurate color and sharp black-and-white prints ensuring reliable OEM quality, seamless compatibility, and consistent productivity in the HP printer	Cardpaper packet of single unit	Page yield: 1300-1500 pages Standard pages (Genuine or equivalent)	30
3	Toner Printer HP (Colour) (Genuine) (5700dn) (213A)Year 2024	HP genuine toners deliver sharp, reliable color and monochrome output with consistent OEM quality, energy-efficient TerraJet technology, and seamless compatibility with HP devices	Cardpaper packet of single unit	Page yield: 2800-3500 pages Standard pages (Genuine or equivalent)	30

Lot No. 5, Repair of Furniture

Sr. No.	Item Name	Performance / functional requirements	Specifications	Tentative Qty
1	Sofa Set 3, 2, 1 Seater Poshish with Seat	Repairs, reupholsters, and restores sofa seats and upholstery by replacing damaged fabric, foam, and cushioning to enhance comfort, appearance, and durability.	Foam 5" best quality with imported tyre patti replace and replace of spring brown leatherite	5
2	Polish main Door and Paneling with Repairing	Cleans, polishes, and restores main doors and paneling by enhancing appearance and repairing minor damages for a renewed, durable finish.	Wood sealer, matte liquer, sprit & dana lakh, sanding paper smooth polish (4 coated finish), replacement of paneling and gola beading	5
3	Work Station Chair Machine	Efficiently repairs and restores workstation chairs to ensure smooth operation, enhanced comfort, and extended durability.	Replacement of machanism single lever machine (high quality), class-IV jack replacement, wheels replacement	20
4	Work Station Chair Wheel Set	Replaces damaged chair wheel sets to ensure smooth mobility, stability, and safe operation of workstation chairs.	High quality PP Wheel 50mm	10
5	Officer Chair Jack	Reliable repair of officer chair jacks to restore height adjustment functionality and ensure safe, smooth operation.	Replacement of class-IV small jack	30
6	Officer Chair Machine	Efficient repair of officer chair mechanisms to restore full functionality, stability, and user comfort.	Replacement of double lever machine and tension tilt locking	10
7	Officer Chair Wheel Set	Replaces damaged chair wheel sets to restore smooth movement, stability, and ergonomic functionality of officer chairs.	High quality PP Wheel 50mm	25

8	Computer Chair Machine	Effective repair of computer chair mechanisms to ensure smooth operation, durability, and ergonomic support.	Replacement of machanism single lever machine (high quality), class-IV jack replacement, wheels replacement	12
9	Wardrobe Almirah Front Doors	Durable repair of wardrobe front doors to restore functionality, secure closure, and aesthetic appearance.	Replacement of MDF mat lemination 17mm (high quality), hydraulic stainless steel 3D hinges, stainless steel handles	6
10	File Rack Front Door	Reliable repair of file rack front doors ensuring smooth operation, secure closure, and restored structural integrity.	Replacement of MDF mat lemination 17mm (high quality), hydraulic stainless steel 3D hinges, stainless steel handles	6
11	File Rack Stand	Repairs or replaces damaged file rack stands to ensure safe storage, structural stability, and efficient organization of records.	SS 6" high, square 1.5"	24
12	File Taping Gola	Replaces damaged file taping gola to restore proper binding, reinforcement, and durability of official records and files.	1mm edge bending tape	6
13	Officer Table Grade 2 Polish	High-quality polish application on Officer Table Grade 2 to restore surface finish, enhance durability, and maintain professional appearance.	Wood sealer, matte liquer, sprit & dana lakh, sanding paper smooth polish (4 coated finish), drawer channel high quality smooth closing, top leatherite poshish	4
14	Branch Almirah Front Door	Durable repair and restoration of Branch Almirah front door to ensure secure closure, smooth operation, and aesthetic integrity.	Replacement of MDF mat lemination 17mm (high quality), hydraulic stainless steel 3D hinges, stainless steel handles	6
15	Work Station keypad Channel	Precise repair of Work Station keypad channel for smooth key movement and reliable functionality.	Replacement of high quality key pad channel	12
16	Work Station Keypad Tray	Durable repair of Work Station keypad tray ensuring stable support and smooth operation.	Replacement of high quality key pad sheet chipboard limination mat	30
17	Door Gola (Veda Chapti Gola)	Efficient repair / replacement of door gola (chapti gola) to ensure smooth operation and secure door fitting.	Replacement of 3.5x0.75 inch yellow pine wood gola (moulding design), length 7.5 ft	50
18	Door Replacement	Replaces damaged doors with new units to ensure security, functionality, durability, and improved appearance.	Size: 39.5" x 81", thickness 1.5", plywood, inside material: wood	14
19	Barracks Main Door Repair with Polish	Repairs and polishes the barracks main door by rectifying defects and applying a durable protective finish to restore functionality and appearance.	Wood sealer, matte liquer, sprit & dana lakh, sanding paper smooth polish (4 coated finish), replacement of paneling and gola beading	3
20	Kitchen Cabinet Repair	Repairs kitchen cabinets by restoring damaged panels, hinges, drawers, and fittings to ensure proper functionality and improved appearance.	Door MDF lamination with SS hinges & computerized lock and handle. Cabinet border diyar wood (2.5"x1")	5

21	Blocks Stair area Partition with Polish	Repairs and polishes stair area partitions by restoring structural integrity and applying a durable finish to enhance appearance and longevity.	Partition wooden frame (2.5"x1.5"), MDF sheet 16mm, termite treatment	4
22	Frame for Flex	Provides and installs durable display frames to securely mount flex banners and ensure clear, stable, and long-lasting presentation.	1"2" wooden frame	2
23	Wash Room Door Replacement	Replaces damaged washroom doors with new moisture-resistant units to ensure privacy, durability, and proper functionality.	32"x81" fiber door	15
24	Wall Back Wardrobe Repair / Replacement	Repairs or replaces damaged wall wardrobes to restore storage capacity, structural stability, functionality, and appearance.	MDF lamination door, replacement of 3D hinges & locks	5

Lot No. 6, Repair of Hardware

Sr. No.	Item Name	Performance / functional requirements	Warranty & Guarantee period	Specifications	Tentative Qty
1	Laptop (Lenovo)	Efficient replacement of laptop keyboard to restore accurate, responsive, and reliable input functionality for uninterrupted system operation.	Minimum 6 months	Replacement of Key Board (Genuine or equivalent)	15
2	Laptop (Lenovo)	Efficient diagnostics and repair/replacement of LED panel to restore clear display quality, optimal visual performance, and reliable system functionality.	Minimum 6 months	Repair / replacement of LED Penal (Genuine or equivalent)	8
3	Laptop (Lenovo)	Efficient diagnostics and repair/replacement of LED panel and charging jack to restore clear display quality, reliable charging functionality, and overall system performance	Minimum 6 months	Repair / replacement of LED Penal, Charging Jack (Genuine or equivalent)	8

4	Laptop (Lenovo)	Efficient diagnostics and repair/replacement of LED panel and charging battery to restore clear display quality, reliable battery backup, and overall system performance	Minimum 6 months	Repair / replacement of LED Penal, Charging Batteries (Genuine or equivalent)	8
5	Acer Veriton Desktop Computer	Efficient diagnostics and repair/replacement of VGA Card GP 730 to restore optimal graphics performance, stable display output, and reliable system functionality	Minimum 6 months	Repair / replacement of VGA Card GP 730 (Genuine or equivalent)	16
6	Acer Veriton Desktop Computer	Efficient diagnostics and repair of BIOS to restore proper system booting, hardware compatibility, and reliable computer functionality.	Minimum 6 months	Repair of Bios	35
7	Acer Veriton Desktop Computer	Efficient replacement of power supply to restore stable power distribution, reliable system operation, and overall computer functionality.	Minimum 6 months	Replacement of Power Supply (Genuine or equivalent)	30
8	Deskotp Computer HP Pro 400	Efficient diagnostics and repair of printer BIOS/firmware to restore proper initialization, stable printer operation, and reliable printing functionality	Minimum 6 months	Repair of Bios	16
9	Deskotp Computer HP Pro 400	Efficient replacement of power supply to restore stable power delivery, reliable printer operation, and uninterrupted printing functionality	Minimum 6 months	Replacement of Power Supply (Genuine or equivalent)	10
10	Desktop Computer Lenovo Think Center All in One	Efficient diagnostics and repair of BIOS to restore proper system booting, hardware compatibility, and reliable computer functionality	Minimum 6 months	Repair of Bios	2
11	Camera (Shanny)	Efficient replacement of camera flash unit to restore consistent illumination, reliable flash performance, and optimal photographic functionality	Minimum 6 months	Replacement of flash light (Genuine or equivalent)	1

12	Nikkon Camera Z-7	Efficient replacement of EN-EL15b rechargeable battery to restore reliable power supply, extended operating time, and uninterrupted camera functionality	Minimum 6 months	Replacement of Batteries EN-EL 15B (Genuine or equivalent)	4
13	Continuous Light (Godox RX-5700 SL200)	Efficient replacement of continuous LED light unit to restore consistent illumination, stable lighting performance, and reliable operation for professional photography and videography	Minimum 6 months	Replacement of Continuous Light (Genuine or equivalent)	1
14	Camera Nikkon 24-70 2.8	Efficient replacement of camera lens to restore sharp image quality, accurate autofocus performance, and reliable photographic functionality	Minimum 6 months	Replacement of lenz (Genuine or equivalent)	1

Lot No. 7, Repair & Maintenance of Photocopiers and Printers

Sr. No.	Name of items	Performance / functional requirements	Specifications	Tentative Qty
1	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of drum unit to restore clear print quality, consistent image reproduction, and reliable photocopier performance.	Repair / replacement of Drum Unit (Genuine or equivalent)	8
2	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of selector switch to restore proper control functions and reliable photocopier operation.	Repair / replacement of Selector Switch (Genuine or equivalent)	12
3	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of upper heat roller to restore proper toner fusing, clear print quality, and reliable photocopier performance.	Repair / replacement of Upper Heat Roller (Genuine or equivalent)	14
4	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of RADF roller set to restore smooth document feeding, accurate paper handling, and reliable scanning performance.	Repair / replacement of RADF Roller Set (Genuine or equivalent)	8
5	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of transfer roller unit to restore consistent toner transfer, clear print quality, and reliable photocopier performance.	Repair / replacement of Transfer Roller Unit (Genuine or equivalent)	6

6	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of upper heat roller to restore proper toner fusing, clear print quality, and reliable photocopier performance.	Repair / replacement of Upper Heat Roller (Genuine or equivalent)	14
7	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of feeding rollers for two trays to restore smooth paper feeding, minimize paper jams, and ensure reliable photocopier performance.	Repair / replacement of Feeding Rollers 2 Trays (Set of 6) (Genuine or equivalent)	14
8	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of ratchet clutch for two trays to restore accurate paper feeding and reliable tray operation.	Repair / replacement of Ratchet Clutch 2 Trays (Set of 6) (Genuine or equivalent)	14
9	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of drum to restore clear print quality, consistent image reproduction, and reliable photocopier performance.	Repair / replacement of Drum (Genuine or equivalent)	12
10	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of power board to restore stable power distribution and reliable photocopier functionality.	Repair / replacement of Power Board (Genuine or equivalent)	3
11	Photocopy Machine (Konica bizhub 367)	Efficient diagnostics and repair/replacement of main board to restore proper system control, reliable operation, and overall photocopier functionality.	Repair / replacement of Main Board (Genuine or equivalent)	4
12	Photocopy Machine (Konica bizhub 367)	Efficient servicing to restore optimal operating condition, ensure reliable performance, and extend the service life of the photocopier.	General Service	19
13	Photocopy Machine (Toshiba e-Stideo 357)	Efficient diagnostics and repair/replacement of upper heat roller to restore proper toner fusing, clear print quality, and reliable photocopier performance.	Repair / replacement of Heat Roller Upper (Genuine or equivalent)	3
14	Photocopy Machine (Toshiba e-Stideo 357)	Efficient diagnostics and repair/replacement of separator to restore smooth paper separation, minimize paper jams, and ensure reliable photocopier operation.	Repair / replacement of Serapper (Genuine or equivalent)	3
15	Photocopy Machine (Toshiba e-Stideo 357)	Efficient diagnostics and repair/replacement of drum to restore clear print quality, consistent image reproduction, and reliable photocopier performance.	Repair / replacement of Drum (Genuine or equivalent)	3
16	Photocopy Machine (Toshiba e-Stideo 357)	Efficient diagnostics and repair/replacement of developer unit to restore uniform toner distribution, consistent print density, and reliable photocopier performance.	Repair / replacement of Developer (Genuine or equivalent)	3
17	Photocopy Machine (Toshiba e-Stideo 357)	Efficient diagnostics and repair/replacement of cleaning blade to restore proper drum cleaning, prevent print defects, and ensure reliable photocopier performance.	Repair / replacement of Cleaning blade (Genuine or equivalent)	3

18	Photocopy Machine (Toshiba e-Stideo 357)	Efficient diagnostics and repair/replacement of recovery blade to restore effective toner recovery, maintain print quality, and ensure reliable photocopier performance.	Repair / replacement of Recovery Blade (Genuine or equivalent)	3
19	Photocopy Machine (Toshiba e-Stideo 357)	Efficient diagnostics and repair/replacement of feeding roller set to restore smooth paper feeding, minimize paper jams, and ensure reliable photocopier operation.	Repair / replacement of Feeding Roller Set (Genuine or equivalent)	3
20	Photocopy Machine (Toshiba e-Stideo 357)	Efficient servicing to restore optimal operating condition, ensure reliable performance, and extend the service life of the photocopier.	Service	3
21	Colour Printer (Epson L-1800)	Efficient diagnostics and repair/replacement of print head to restore accurate ink delivery, high-quality colour printing, and reliable printer performance.	Repair / replacement of Head (Genuine or equivalent)	6
22	Colour Printer (Epson L-1800)	Efficient diagnostics and repair/replacement of print head and comprehensive servicing to restore accurate ink delivery, high-quality colour printing, and reliable printer performance.	Repair / replacement of Head (Genuine or equivalent) and General Service	6
23	Colour Printer (Epson L-1800)	Efficient diagnostics and repair/replacement of paper picking assembly to restore smooth paper feeding, minimize paper jams, and ensure reliable printer operation.	Repair / replacement of Paper Picking Assembly (Genuine or equivalent)	6
24	Colour Printer (Epson L-1800)	Efficient diagnostics and repair/replacement of head strip set to restore accurate print head movement, precise printing, and reliable printer performance.	Repair / replacement of Head Strip Set (Genuine or equivalent)	4
25	Black & White Printer (HP LaserJet Pro MFP M4103fdw)	Efficient servicing to restore optimal operating condition, ensure reliable printing performance, and extend the service life of the printer.	General Service	15
26	Black & White Printer (HP LaserJet Pro MFP M4103fdw)	Efficient servicing to restore optimal operating condition, ensure reliable printing performance, and extend the service life of the printer.	General Service	10
27	Colour Printer (HP Colour LaserJet Pro M281fdw)	Efficient servicing to restore optimal operating condition, ensure reliable colour printing performance, and extend the service life of the printer.	General Service	6

Lot No. 8, Repair & Maintenance of UPS, Generators and Power Equipment

Sr. No.	Name of items	Performance / functional requirements	Specifications	Tentative Qty
1	UPS Soler Max 3 KVA	Efficient servicing to restore stable power backup, reliable operation, and uninterrupted power supply performance.	General Service	2
2	UPS APC 3.0 KVA	Efficient diagnostics and repair/replacement of control card to restore proper system monitoring, stable power backup, and reliable UPS functionality.	Repair / replacement of Card (Genuine or equivalent)	6
3	UPS APC 1.5 KVA	Efficient diagnostics and repair/replacement of control card to restore proper system monitoring, stable power backup, and reliable UPS functionality.	Repair / replacement of Card (Genuine or equivalent)	4
4	UPS Fronus 3.0 KVA	Efficient diagnostics and repair/replacement of power board to restore stable power conversion, reliable backup operation, and overall UPS functionality.	Repair / replacement of Power Board (Genuine or equivalent)	3
5	AGG 100 KVA Generator	Efficient comprehensive servicing, including replacement of air filter, oil filter, diesel filter, water separator, coolant, and de-scaling to restore reliable power generation, improve engine efficiency, and extend service life.	General Service (Air Filter+Oil Filter+Deasil Filter and water seprator and Coolent) and D-Scaling	5
6	Cater Pillar 200 KVA Generator	Efficient comprehensive servicing, including replacement of air filter, oil filter, diesel filter, water separator, coolant, and de-scaling to restore reliable power generation, improve engine efficiency, and extend service life.	General Service (Air Filter+Oil Filter+Deasil Filter and water seprator and Coolent) and D-Scaling	2
7	Perkins 200 KVA Generator	Efficient comprehensive servicing, including replacement of air filter, oil filter, diesel filter, water separator, coolant, and de-scaling to restore reliable power generation, improve engine efficiency, and extend service life.	General Service (Air Filter+Oil Filter+Deasil Filter and water seprator and Coolent) and D-Scaling	1
8	Cater Pillar 100 KVA Generator	Efficient comprehensive servicing, including replacement of air filter, oil filter, diesel filter, water separator, coolant, and de-scaling to restore reliable power generation, improve engine efficiency, and extend service life.	General Service (Air Filter+Oil Filter+Deasil Filter and water seprator and Coolent) D-Scaling	4
9	Cater Pillar 50 KVA Generator	Efficient comprehensive servicing, including replacement of air filter, oil filter, diesel filter, water separator, coolant, and de-scaling to restore reliable power generation, improve engine efficiency, and extend service life.	General Service (Air Filter+Oil Filter+Deasil Filter, water seprator and Coolent) D-Scaling	1
10	AGG 50 KVA Generator	Efficient comprehensive servicing, including replacement of air filter, oil filter, diesel filter, water separator, coolant, and de-scaling to restore reliable power generation, improve engine efficiency, and extend service life.	General Service (Air Filter+Oil Filter+Deasil Filter, water seprator and Coolent) and D-Scaling	2
11	AGG 50 KVA Generator	Efficient diagnostics and repair/replacement of ATS panel and installation of new magnetic contactor to restore automatic power transfer, reliable switching, and uninterrupted generator operation.	Repair / replacement of ATS Penal & installation of new megnatic contactor (Genuine or equivalent)	1
12	AGG 50 KVA Generator	Efficient diagnostics and repair/replacement of auto charger to restore reliable battery charging and dependable generator starting performance.	Repair / replacement of Auto Charger (Genuine or equivalent)	1

13	AGG 20 KVA Generator	Efficient comprehensive servicing, including replacement of air filter, oil filter, diesel filter, coolant, and de-scaling to restore reliable power generation and improve engine efficiency.	General Service (Air Filter+Oil Filter+Deasil Filter and Coolent) and D-Scaling	3
14	Perkins / Perkins 20 KVA Generator	Efficient engine overhauling, including replacement of air filter, oil filter, diesel filter, coolant, and de-scaling to restore engine performance, operational reliability, and service life.	Overhaling (Air Filter+Oil Filter+Deasil Filter and Coolent) and D-Scaling	2
15	UPS Fronus 3 KVA	Efficient servicing to restore stable power backup, reliable operation, and uninterrupted power supply performance.	General Service	2
16	Synchronizer (Deep Sea Electronics)	Efficient diagnostics and repair/replacement of main panel to restore accurate synchronization, stable control functions, and reliable system operation.	Repair / replacement of Main Panel (Genuine or equivalent)	1

Lot No. 9, Repair & Maintenance of Air Conditioners

Sr. No.	Name of items	Performance / functional requirements	Specifications	Tentative Qty
1	Air Conditioner (4 Ton Pell Cabinet)	Efficient diagnostics and repair/replacement of compressor to restore efficient cooling, reliable operation, and optimal air conditioning performance.	Repair / replacement of Compressor (Genuine or equivalent)	1
2	Air Conditioner (4 Ton Pell + Hair Cabinet)	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	26
3	Air Conditioner Pell 4 Ton	Efficient diagnostics and repair/replacement of outdoor unit to restore efficient heat dissipation, reliable cooling performance, and overall air conditioner functionality.	Repair / replacement of Outdoor Kit (Genuine or equivalent)	2
4	Air Conditioner Pell 4 Ton	Efficient gas charging to restore optimum refrigerant level, improve cooling efficiency, and ensure reliable air conditioner performance.	Gas charging	3
5	Air Conditioner 2 Ton Wall Mounted Haier	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	11
6	Air Conditioner 2 Ton Wall Mounted Haier	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	2
7	Air Conditioner Invertor 1.5 Ton Haier	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	42

8	Air Conditioner Invertor 1.5 Ton Orient	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	36
9	Air Conditioner Invertor 1.5 Ton Pell	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	120
10	Air Conditioner Invertor 1.5 Ton Pell	Efficient gas charging to restore optimum refrigerant level, improve cooling efficiency, and ensure reliable air conditioner performance.	Gas charging	22
11	Air Conditioner Invertor 1.5 Ton TCL	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	15
12	Air Conditioner Invertor 2 Ton Cabinet Haier	Efficient servicing to restore optimal cooling performance, improve operating efficiency, and extend the service life of the air conditioner.	General Service	10
13	Air Conditioner Invertor 1.5 Ton Pell	Efficient diagnostics and repair/replacement of outdoor unit to restore efficient heat dissipation, reliable cooling performance, and overall air conditioner functionality.	Repair / replacement of Outdoor Kit (Genuine or equivalent)	13
14	Air Conditioner Invertor 1.5 Ton Pell	Efficient diagnostics and repair/replacement of indoor unit to restore efficient air circulation, reliable cooling performance, and overall air conditioner functionality.	Repair / replacement of Indoor Kit (Genuine or equivalent)	8
15	Air Conditioner Pell 1.5 Ton	Efficient diagnostics and repair/replacement of indoor motor to restore proper air circulation, reliable cooling performance, and overall air conditioner functionality.	Repair / replacement of Indoor Motor (Genuine or equivalent)	8
16	Air Conditioner Pell 1.5 Ton	Efficient diagnostics and repair/replacement of indoor blower to restore efficient airflow, uniform cooling, and reliable air conditioner performance.	Repair / replacement of Indoor Blower (Genuine or equivalent)	9
17	Air Conditioner 4 Ton Pell	Efficient diagnostics and repair/replacement of outdoor motor to restore efficient heat dissipation, reliable cooling performance, and overall air conditioner functionality.	Repair / replacement of Out Door Motor (Genuine or equivalent)	2

Lot No. 10, Repair & Maintenance of General Machinery, Appliances and Equipment

Sr. No.	Name of items	Performance / functional requirements	Specifications	Tentative Qty

1.	Welding Machine	Efficient diagnostics and repair/replacement of outdoor copper unit to restore stable gas flow, reliable welding performance, and safe operation.	Repair / replacement of Out Door unit Copper (Genuine or equivalent)	12
2.	Electric Water Dispenser Orient / Pell	Efficient servicing to restore optimal cooling and heating performance, ensure reliable operation, and extend the service life of the water dispenser.	General Service	50
3.	Electric Water Dispenser Orient / Pell	Efficient gas charging to restore optimum refrigerant level, improve cooling efficiency, and ensure reliable water dispenser performance.	Gas charging	10
4.	Refrigerator Pell	Efficient diagnostics and repair/replacement of compressor to restore efficient cooling, reliable operation, and optimal refrigeration performance.	Repair / replacement of Compressor (Genuine or equivalent)	1
5.	Refrigerator Pell	Efficient diagnostics and repair/replacement of door rubbers to restore proper sealing, improve cooling efficiency, and reduce energy loss.	Repair / replacement of Door Rubbers (Genuine or equivalent)	2
6.	Room Air Cooler GFC/National	Efficient diagnostics and repair/replacement of water pump to restore continuous water circulation, effective cooling, and reliable operation.	Repair / replacement of Water Pump (Genuine or equivalent)	15
7.	Lawn Mover Grass Cutter Machine	Efficient overhaul, repair, and servicing to restore reliable engine performance, smooth operation, and extend the service life of the machine.	General overhaul, repair & service	4
8.	Grass Cutter Machines	Efficient diagnostics and repair/replacement of bearing set and blades, including engine overhauling, to restore smooth operation, efficient cutting performance, and reliable engine functionality.	Repair / replacement of Bearing Set+Blades (Genuine or equivalent) & Engine Overhalling	5
9.	Grass Bush Cutter	Efficient diagnostics and repair/replacement of piston ring and carburetor to restore engine efficiency, reliable starting, and optimal cutting performance.	Repair / replacement of Ring Piston + Carborator (Genuine or equivalent)	5
10.	Microwave Oven Pell	Efficient diagnostics and repair/replacement of transformer to restore stable power supply, reliable heating performance, and safe operation.	Repair / replacement of Transformer (Genuine or equivalent)	5
11.	Microwave Oven Pell	Efficient diagnostics and repair/replacement of heating unit to restore uniform heating performance and reliable microwave operation.	Repair / replacement of Heat Gun (Genuine or equivalent)	3

12.	Telephone Exchange Panasonic	Efficient servicing and diagnostics with repair/replacement of board to restore reliable communication, stable system operation, and uninterrupted exchange functionality.	General service, repair / Board (Genuine or equivalent)	1
13.	Arm Barrier	Efficient motor winding repair to restore smooth barrier movement, reliable operation, and extended motor service life.	Motor Repair (winding) (Genuine or equivalent)	1
14.	Roti Plant	Efficient servicing and repair to restore reliable operation, maintain hygienic food production, and extend equipment service life.	General service & repair	1
15.	Gym Lights (China)	Efficient diagnostics and repair/replacement of power supply to restore stable power delivery and reliable lighting performance.	Repair / replacement of Power Supply (Genuine or equivalent)	10
16.	Vacume Cleaner Corcher	Efficient diagnostics and repair/replacement of motor to restore effective suction performance and reliable operation.	Repair / replacement of Motor (Genuine or equivalent)	3
17.	Paper Shredder Aurora	Efficient diagnostics and repair/replacement of power supply and gearbox to restore smooth shredding performance and reliable machine operation.	Repair / replacement of Power Supply & Gear Box (Genuine or equivalent)	4
18.	Room Air Cooler GFC/National	Efficient diagnostics and repair/replacement of motor to restore efficient airflow, reliable cooling performance, and smooth operation.	Repair / replacement of Motor (Genuine or equivalent)	12
19.	Room Air Cooler GFC/National	Efficient diagnostics and repair/replacement of water pump to restore continuous water circulation, effective cooling, and reliable operation.	Repair / replacement of Water Pump (Genuine or equivalent)	20
20.	Room Air Cooler GFC/National	Efficient diagnostics and repair/replacement of blade to restore proper airflow, cooling efficiency, and reliable operation.	Repair / replacement of Blade (Genuine or equivalent)	8
21.	Refrigrator Pell	Efficient diagnostics and repair/replacement of condenser and gas charging to restore efficient heat dissipation, optimum cooling performance, and reliable refrigerator operation.	Repair / replacement of Condensor (Genuine or equivalent) & gas charging	2
22.	Deep Freezer Dawlance	Efficient diagnostics and repair/replacement of relay and gas charging to restore reliable compressor operation,	Repair / replacement of Relay (Genuine or equivalent) & gas charging	1

		optimum cooling performance, and efficient freezer functionality.		
23.	Pedestal Fan GFC	Efficient motor winding repair to restore reliable motor performance, smooth operation, and extended service life.	Motor Winding (Genuine or equivalent)	16
24.	Pedestal Fan GFC	Efficient diagnostics and repair/replacement of blade to restore balanced airflow, safe operation, and reliable fan performance.	Repair / replacement of Blade (Genuine or equivalent)	4
25.	Samsung 43" LED	Efficient diagnostics and repair/replacement of main board to restore stable system control, clear display performance, and reliable television functionality.	Repair / replacement of Main Board (Genuine or equivalent)	6
26.	TCL 40" LED	Efficient diagnostics and repair/replacement of main board to restore stable system control, clear display performance, and reliable television functionality.	Repair / replacement of Main Board (Genuine or equivalent)	3
27.	Dish Washer Viber	Efficient servicing to restore optimal washing performance, reliable operation, and extend the service life of the dishwasher.	General Service	3
28.	Exhaust Fan GFC	Efficient diagnostics and repair/replacement of motor to restore efficient ventilation, reliable operation, and extended service life.	Repair / replacement of Motor (Genuine or equivalent)	40
29.	Under Vehicle Scaning System Dahua	Efficient diagnostics and repair/replacement of camera to restore clear image capture, accurate vehicle scanning, and reliable system performance.	Repair / replacement of Camera (Genuine or equivalent)	1

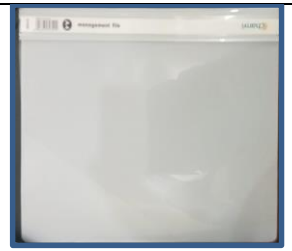
Lot No. 11, Paper, Printing, Filing & Binding Supplies

Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Tentative Qty
1.	Paper A-4 Size	size: 200-220x295-300mm	to provide a standardized medium for reliable printing, copying, and writing with consistent quality and	Paperboard packet of 5 reams	Weight: 78-82gsm (Imported), sheets: 490-540 per Ream, size: 200-220x295-300mm, made in Thailand or		4500

			compatibility across office equipment		any EU country or Double A or equivalent		
2.	Paper legal Size	size: 210-220x325-35mm	to offer a standardized mediumfor legal and official documentation, ensuring compatibility with printers, copiers, and filing systems	Paperboard packet of 5 reams	Weight: 78-82gsm (Imported), sheets: 490-510 per Ream, size: 210-220x325-35mm, made in Thailand or any EU country or Double A or equivalent		1000
3.	Paper simple	size: 200-220x295-300mm	To provide a standardized paper size suitable for everyday printing, writing, and copying tasks.	Paperboard packet of 5 reams	Weight: 68-72gsm (local), sheets: 490-510 per Ream, size: 200-220x295-300mm or Copymate or equivalent		4500
4.	InkJet paper	size: 200-220x295-300mm	To deliver high-quality, smudge-free prints with quick ink absorption and vibrant color reproduction	Plastic packet of 100	Weight: 100-110 gsm, sheets: 95-105 per packet, size: 200-220x295-300mm or Ecotone or equivalent		300
5.	Photo Paper	size: A-4	To produce high-resolution, glossy or matte photo prints with sharp detail, vibrant colors, and fast-drying ink compatibility.	Plastic packet of 20	Weight: 225-235 gsm, sheets: 18-22 per packet, size: A-4 or Imacolour or equivalent		300
6.	Photo Paper A-3	size: A-3	To provide a high-quality, A3-sized surface for vibrant, detailed photo printing with excellent ink absorption and fast drying.	Plastic packet of 20	Weight: 225-235 gsm, sheets: 9-11 per packet, size: A-3 or Imacolour or equivalent		300
7.	Paper A-3 Size	size: A-3	To offer a standardized paper size suitable for large-format printing, copying, and technical or graphic documents.	Paperboard packet of 5 reams	Weight: 78-82gsm (Imported), sheets: 490-510 per Ream, size: 295-300x410-430mm, made in Thailand or any EU country or Double A or equivalent		100
8.	Toner for Photostat (Konica	Genuine or equivalent	To ensure high-quality, consistent black-and-white prints and copies with optimal	Paperboard packet of one unit	Genuine or equivalent		100

	Minolta Bizhub 367)		performance in the Konica Minolta Bizhub 367 photocopier.				
9.	Toner for Fax machine (Cannon (L-140)	Genuine or equivalent	To provide clear, reliable print output for fax transmissions in the Canon L-140 fax machine with consistent toner flow and minimal maintenance.	Paperboard packet of one unit	Genuine or equivalent		20
10.	Toner for Fax machine Cannon (L-170)	Genuine or equivalent	To deliver sharp, smudge-free print quality with consistent toner supply for reliable faxing on the Canon L-170 fax machine.	Paperboard packet of one unit	Genuine or equivalent		20
11.	File cover white Simple	size: 12-13" x 8.7-9.2"	To protect and organize documents securely while providing a clean, professional appearance with easy labeling.	Plastic packet of 50 pieces	Weight: 345-355 gm (Art Card), size:: 12-13" x 8.7-9.2" or as per sample		30000
12.	File cover white with pocket	size: 12-13" x 8.7-9.2"	To securely hold and organize documents while providing convenient storage with an integrated pocket for additional papers or notes.	Plastic packet of 50 pieces	Weight: 345-355 gm (Art Card), size: 12-13" x 8.7-9.2" or as per sample		20000

13.	File Cover (colour) (Set of 3)	size: 12.5-13.5″ x 9.5-10.5″	To organize and protect documents while adding color-coded identification for easy sorting and retrieval.	Plastic packet of 50 pieces	Weight: 345-355 gm (Art Card), size: L: 12.5-13.5″ x W: 9.5-10.5″, colour: Red, Blue, White or as per sample		8000
14.	Register small 200 pages	size: L: 30-33cm, W: 21-23 cm,	To provide a durable, compact record-keeping book for organized, long-term documentation.	Plastic packet of 3 units	Paper weight: 65-75gm, pages: 190-210, paper size: L: 30-33cm, W: 21-23 cm, colour: white, lining: narrow, Binding: hard with cloth or Rizvi or equivalent		400
15.	Register small 500 pages	size: L: 30-33cm, W: 21-23 cm,	To offer a sturdy, compact register for extensive, organized record-keeping and documentation.	Plastic packet of 2 units	Paper weight: 65-75gm, pages: 480-520, paper size: L: 30-33cm, W: 21-23 cm, , colour: white, lining: narrow, Binding: hard with cloth or Rizvi or equivalent		400
16.	Register large 1000 pages	size: L: 30-33cm, W: 21-23 cm,	To provide a durable, compact register for high-capacity, organized record-keeping and documentation.	Plastic packet of one unit	Paper weight: 65-75gm, pages: 950-1050, paper size: size: L: 30-33cm, W: 21-23 cm, , colour: white, lining: narrow, Binding: hard with cloth or Rizvi or equivalent		400
17.	Envelope Khaki medium	Size: 10-13 x 4.5-5.5 inches	To securely hold and protect medium-sized documents with durable khaki material and easy sealing.	Cardboard of 250 units (05 packets of 50 units each)	Size: 10-13 x 4.5-5.5 inches, paper: 75-85gm croft paper or as per sample		20000

18.	Envelope Khaki small	Size: 8-10 x 3.8-4.2, paper: 75-85gm	To securely contain and protect small documents or items with durable khaki material and reliable sealing.	Cardboard of 250 units (05 packets of 50 units each)	Size: 8-10 x 3.8-4.2, paper: 75-85gm croft paper or as per sample		25000
19.	Envelope Khaki A4	Size: A4, paper: 75-85gm	To safely store and transport documents with sturdy khaki material and secure sealing.	Packet of 100 units tied with small rope	Size: A4, paper: 75-85gm croft paper or as per sample		9000
20.	Summary folder	Size: A4	To organize and securely store multiple documents in a compact, easy-to-access folder for efficient management.	Plastic packet of 12 units	Material: Transparent plastic (polypropylene), size: A4, sheet thickness: 1-2mm, plastic strip or as per sample		1000
21.	Dak folder four flapper	H: 34-36 cm, W: 25-28 cm, thickness: 2-3 cm	To securely organize and protect documents with four flaps for enhanced storage and easy access.	Plastic packet of 12 units	Material: faux leather (PU leather) with a textured finish, colour: dark green, lock type: Metal clasp lock with a gold finish, corner protection: Gold metal corner protectors on both top and bottom corners, printing: Gold foil stamped, H: 35-38 cm, W: 26-28 cm, thickness: 2-3 cm or as per sample		200

22.	Ring folder	H: 32-37cm, W: 24-26cm, thickness: 2-3cm	To securely hold punched documents with durable rings for organized and easy document access.	Plastic packet of 12 units	Material: Polypropylene (PP) plastic, size: FC (Foolscap), label area: White strip on the side for labeling, H: 32-37cm, W: 23-26cm, thickness: 3-4cm or Euro or equivalent		1000
23.	Binding tape	tape W: 3-4cm, roll dia: 90-110mm, core dia: 73-79mm, length: 15-20 meter	To securely bind and reinforce documents or booklets with strong, durable adhesive tape for long-lasting hold.	Plastic packet of 06 units	Adhesive Type: rubber-based or synthetic adhesive, Backing Material: Paper board, tape W: 3-4cm, roll dia: 90-110mm, core dia: 73-79mm, length: 15-20 meter or as per sample		500
24.	Colour Paper	Dimensions: L: 290-300 cm W: 205-215 cm	o provide high-quality coloured paper suitable for printing, copying, and crafting, offering consistent colour, durability, and reliable performance for everyday office and presentation use.	Polythene packing 100 sheets	Paper: 80 gram, sheets: 100, Colours: Multi-colour or as per sample		2000
25.	Note Slip Pad (small)	Dimensions: L: 7-8 cm W: 7-8 cm	To provide a compact and convenient writing pad for quick notes, messages, and reminders, featuring quality paper for smooth writing and reliable everyday office use.	Polythene packing 100 sheets	Paper: 70-80 gram, sheets: 100, Colour: Yellow, self-adhesive or as per sample		5000

26.	Binding Sheet	Dimensions: L: 290-300 cm W: 205-215 cm	To provide durable and professional binding covers that protect documents from wear and damage, ensuring neat presentation and reliable performance for everyday office use.	Polythene packing 100 sheets	Material: PVC, Finish: Smooth, glossy finish, sheets: 100 or as per sample		200
27.	Scotch Tape	Dimensions: W: 3/4", L: 30-35 m, Tape Thickness: 40–50 microns	To provide strong and reliable adhesive bonding for sealing, repairing, and packaging applications, ensuring durable performance and ease of use for everyday office tasks.	Hard polythene packing 10 rolls	Material: Biaxially Oriented Polypropylene (BOPP) film, core: Paperboard/Cardboard, adhesive: Water-based acrylic pressure-sensitive adhesive or as per sample		1000

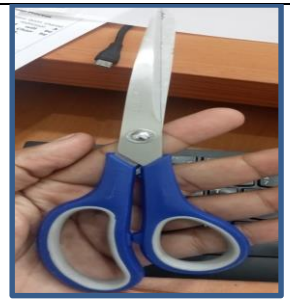
Lot No. 12, Writing, Marking & General Desk Stationery

Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Ten. Qty
1.	Gel stick pen	Nib size: 0.6-1.0mm	To provide smooth, consistent ink flow for comfortable, precise writing with quick-drying and smudge-resistant gel ink.	Paperboard packet of 12 pieces	Nib size: 0.6-1.0mm, material: plastic, nib type: rollerball, ink colour: blue, black, red or Uniball or equivalent		2000
2.	Retractable ball point	Mini tip size: 0.6-0.8mm	To deliver reliable, smooth writing with a retractable tip for convenience and ink protection.	Paperboard packet of 12 pieces	Mini tip size: 0.6-0.8mm, Oil-based Ink colour: Blue, black, red or Deli Xtreme or equivalent		13000
3.	Tintenroller Rollerball pen One Business	Line width: 0.5-0.7 mm, Nozzle Diameter: 0.7-0.9mm	To offer smooth, precise writing with consistent ink flow and professional-quality rollerball performance.	Paperboard packet of 12 pieces	Line width: 0.5-0.7 mm, Nozzle Diameter: 0.7-0.9mm, material: plastic, cap on cap off, Ergonomic area rubber grip, metal clip, waterproof or Shnieder or equivalent		700

4.	Roller ball pen (0.7mm)	Dimensions: 138-139 mm (L) × 9-11 mm (Dia)	To provide smooth, precise writing with consistent ink flow and fine 0.7mm tip for detailed work.	Paperboard packet of 12 pieces	Tip Size: Fine 0.6-0.8 mm, Tip Material: Stainless steel tip with a durable tungsten carbide ball, Barrel Material & Design: Plastic (PP) barrel with a transparent ink, Dimensions: 138-139 mm (L) × 9-11 mm (Dia), Weight: 12-13.5 g per pen, colour: Blue, Black, Red or Uniball or equivalent		800
5.	Underline Marker	Length: 12-14 cm, Diameter: 0.9-1.1 cm	To deliver bold, vibrant, and quick-drying ink for clear and durable underlining or highlighting.	Paperboard packet of 12 pieces	Tip type: 0.4-0.6 mm locked felt tip, Barrel Material: Recyclable PP plastic, Length: 12-14 cm, Diameter: 0.9-1.1 cm, colours: Yellow, Green, Pink, Orange or Pelikan or equivalent		1000
6.	Paper clip (packet)	size: 28-32 mm, weight: 3-5 ounce, dimensions: 1-1.3 x 0.2-0.4 x 0.1 inches	To securely fasten multiple sheets of paper together for organized and temporary document management.	Paperboard packet of 100	Material: Steel, size: 28-32 mm, weight: 3-5 ounce, dimensions: 1-1.3 x 0.2-0.4 x 0.1 inches or Three Flowers or equivalent		300
7.	Stapler pin 24/6	Crown Width: 12.5-13 mm, Wire Thickness: 0.53–0.70 mm	To securely fasten paper with reliable, rust-resistant for everyday office use.	Paperboard packet of 1000 pins	Size: 24 (gauge wire) 6mm (legs), Crown Width: 12.5-13 mm, Wire Thickness: 0.53–0.70 mm, Pack of 20, 1000 pins each or Dollar or equivalent		1200
8.	Soft Eraser	Dimensions: 42-44 x 16-18 x 11-13 mm	To gently and effectively remove pencil marks without damaging the paper surface.	Paperboard packet of 20 units	Material: Latex & phthalate free, Dimensions: 42-44 x 16-18 x 11-13 mm, colour: white or Pelikan or equivalent		1200

9.	Pencil Sharpener	L: 2.3-2.7 cm, W: 1.4-1.6 cm, H: 0.8-1.2 cm	To efficiently sharpen pencils to a fine point while minimizing breakage and waste.	Plastic jar of 50 units	Jar meterial: plastic, sharpener material: plastic with metal blade, colour: silver, L: 2.3-2.7 cm, W: 1.4-1.6 cm, H: 0.8-1.2 cm, weight per piece: 10-12g or Dux or equivalent		800
10.	Lead Pencil	Pencil length: 170-180mm, pencil dia: 6-8mm, pencil weight: 5-6g, packet height: 20-21cm, packet width: 8-9cm, packet depth: 1.5-2cm.	To provide smooth, consistent graphite for precise writing, drawing, and shading with easy erasability.	Paperboard packet of 12 units	Material: High-quality wood, lead type: Premium graphite core, body shape: Hexagonal, Pencil length: 170-180mm, pencil dia: 6-8mm, pencil weight: 5-6g, packet height: 20-21cm, packet width: 8-9cm, packet depth: 1.5-2cm or Goldfish Autocrat or equivalent		4000
11.	Plier (single hole punch)	Diameter: 5-7mm, edge distance: 14-18 mm	To grip, bend, cut, or manipulate materials securely with durable, ergonomic handles for efficient manual tasks.	Plastic packet of one unit	Punching capacity: 7-9 sheets, material: steel, hole Diameter: 5-7mm, edge distance: 14-18 mm or as per sample		300
12.	Gum stick	H:9-10 cm, D: 2.1-2.5 cm	To provide strong, mess-free adhesive for bonding paper and lightweight materials with easy application and quick drying.	Cardboard of12 units	Adhesive type: Solid stick glue, Base material: Base Material: PVP (Polyvinylpyrrolidone) – solvent-free, weight: 20-22g, H:9-10 cm, D: 2.1-2.5 cm or UHU stic or equivalent		800
13.	Stapler machine	L: 10.5 – 12 cm, W: 3 – 4 cm, H: 5 – 6 cm	To fasten multiple sheets of paper quickly and securely with reliable, durable stapling action for efficient document binding.	Cardboard packet of one unit	Body Material: High-impact ABS plastic with internal metal mechanism, Stapling Capacity: 12–20 sheets (75-85 gsm paper), Compatible Staples: 24/6, L: 10.5 – 12 cm, W: 3 –		200

					4 cm, H: 5 – 6 cm, weight: 100 – 150 grams or Max or equivalent		
14.	Wooden Paper Poker / Hand Awl (Suwa)	Overall length: 13-17 cm, bar length: 9-11 cm, bar thickness: 2.1-2.9mm, handle / grip length: 5-7 cm	To precisely punch holes in paper or leather with a sturdy wooden handle for comfortable, controlled use.	Cardboard packet of 12 units	Handle / grip material: plastic, bar material: steel, Overall length: 13-17 cm, bar length: 9-11 cm, bar thickness: 2.1-2.9mm, handle / grip length: 5-7 cm or as per sample		200
15.	Stamp pad	Dimensions: H: 125-135 mm × W: 95-105	To provide even, quick-drying ink coverage for clear, smudge-free stamping on various surfaces.	Cardboard packet of 12 units	Dimensions: H: 125-135 mm × W: 95-105 mm, weight: 190-210 gram, material: Flip-top plastic, colour: Blue, Black or Crystal or equivalent		300
16.	Pencil cup	dimensions: dia: 3.3-3.8 x H: 3.5-4 inches	To conveniently store and organize pencils and writing tools for easy access and clutter-free workspace.	Cardpaper packet of 12 units	(dimensions: dia: 3.3-3.8 x H: 3.5-4 inches, Alloy Steel material, black colour) or as per sample		350
17.	Stapler pin (23/10)	Staple / leg length: 9-11 mm, Quantity: 1000 Staples (10 strips x 100), wire thickness: 1.1-1.4mm	To securely fasten large stacks of paper with durable, rust-resistant staples for heavy-duty office use.	Cardpaper packet of 1000 units	Staple / leg length: 9-11 mm, Quantity: 1000 Staples (10 strips x 100), wire thickness: 1.1-1.4mm or DL2310 or equivalent		800
18.	Stapler pin (23/17)	Staple / leg length: 16-18 mm, Quantity: 1000 Staples (10	To provide strong, reliable fastening for very thick paper stacks using durable, rust-resistant staples.	Cardpaper packet of 1000 units	Staple / leg length: 16-18 mm, Quantity: 1000 Staples (10 strips x 100), wire thickness:		400

		strips x 100), wire thickness: 1.1-1.4mm			1.1-1.4mm or Fuji or equivalent		
19.	Correction pen	length: 10-12 cm, dia: 1.5-2cm	To provide precise, quick-drying white ink for cleanly correcting printed or handwritten errors.	Cardpaper packet of 10 units	Volume: 18-22ml, length: 10-12 cm, dia: 1.5-2cm, with cap or Pelikan or equivalent		1000
20.	Scissor	total length: 20-22cm, blade length: 10-12cm, handle length: 9-11 cm	To provide sharp, precise cutting of paper and other materials with comfortable, ergonomic handles for safe use.	Cardpaper packet of 12 units	Blade material: stainless steel, handle material: Plastic with ergonomic rubber grip, total length: 20-22cm, blade length: 10-12cm, handle length: 9-11 cm or as per sample		300
21.	Electronic Calculator	Size (D × W × H): 192 × 144 × 34.6 mm	To perform accurate and rapid mathematical calculations with user-friendly interface and clear display.	Cardpaper packet of one unit	Size (D × W × H): 192 × 144 × 34.6 mm, Weight: 205 g, 12 digits, 300 steps check, Decimal selector (4/3/2/1/0/ADD$_2$), Rounding selector (F・CUT・UP・5/4), Desktop Type Casio or equivalent		100
22.	Full Heavy Duty Stapler	Dimension: 520-525x115-125x280-300mm	To deliver powerful, reliable stapling for thick paper stacks with durable construction and smooth operation.	Cardpaper packet of one unit	Dimension: 520-525x115-125x280-300mm, throat depth: 240-260mm, loading capacity: 90-110 staples, weight: 4300-4400 grams or Fuji or equivalent		5

23.	Marker Simple	Dimensions: L: 13-14 cm (with cap), Dia:6-8 mm	To provide smooth and consistent writing with durable construction, ensuring reliable performance for everyday office use while offering a professional appearance.	Cardpaper box of 10 units	Material: Polypropylene (PP) plastic, Ink: Water-based dye ink or as per sample		1500
24.	Permanent Marker	Dimensions: L (max:): 13-14 cm (with cap), Dia (max): 1.5-2 cm	o provide permanent, bold, and smudge-resistant marking on a variety of surfaces with durable construction, ensuring reliable performance for everyday office and field use.	Cardpaper box of 12 units	Material: Polypropylene (PP) plastic, Ink: Alcohol-based permanent ink containing dyes/pigments and organic solvents, Cap seal: Thermoplastic Elastomer (TPE) or Polyethylene (PE) or as per sample		1000
25.	Fountain Pen (Classic)	Dimensions: L: 13-14 cm (with cap), Dia:11-15 mm	o provide smooth, consistent, and comfortable writing with durable construction, ensuring reliable performance and a professional writing experience for everyday office use.	Cardpaper packing 12 units	Material (barrel): Acrylic resin (PMMA) or ABS plastic with marbled finish, material (cap): Acrylic resin (PMMA) or ABS plastic, material (clip): Brass with gold electroplated finish, nib: Stainless steel with iridium alloy tipping, Ink Filling System: Refillable ink converter or as per sample		200
26.	Fountain Pen Ink	Bottle H (with cap): 60-65 ml, W: 60-70 mm, D: 35-40 mm	To provide smooth, consistent, and high-quality ink flow for fountain pens, ensuring clear, long-lasting writing with reliable performance for everyday office use.	Cardpaper packing one unit	Ink: water based dye ink, colour: multi-colour, bottle: Glass (transparent or tinted), cap: Polypropylene (PP) plastic with internal sealing liner, ink volume: 62.5 ml or as per sample		150

27.	Stamp Pad Ink	Dimensions: H: 2.8-3.2", Dia (bottom): 1.2-1.3"	To provide high-quality stamp pad ink for clear, uniform, and long-lasting impressions on official documents, ensuring reliable performance for everyday official use.	Cardpaper packing one unit	Bottle/Container: High-Density Polyethylene (HDPE) or Low-Density Polyethylene (LDPE), Cap: Polypropylene (PP), Applicator Tip: Polyester fiber felt / compressed synthetic felt, weight: 25-35 gram		600
28.	Paper Cutter	Dimensions: Total length (normal condition): 6.1-6.5", W (blade): 1.5-2 cm, L (blade): 3.8-4.2 cm	To provide a durable and efficient paper cutter for accurate, smooth, and safe cutting of paper and documents, ensuring reliable performance for everyday official use.	Cardpaper + hard polythen packing one unit	Handle / Body: High-impact Acrylonitrile Butadiene Styrene (ABS) plastic or Polypropylene (PP), Blade: High Carbon Steel, hardened and precision ground, Blade Guide / Rail: Stainless Steel or Nickel-plated Carbon Steel, Locking Wheel / Slider: ABS Plastic with Steel Fastener, End Cap / Blade Snapper: ABS Plastic or Thermoplastic Rubber (TPR) reinforced with plastic, Fasteners / Rivets: Carbon Steel or Stainless Steel		200

Lot No. 13, Office, Leather, Branded & Presentation Accessories

Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Ten. Qty

1.	Bag for Souvenirs Large	Height 14-16 x Width 18-22 x Depth 8-10 inches, Pockets: 2 (2 exterior, 0 interior), Handle Length: 24-25 inches, size when Folded (H x W): 6.8-7.2 x 7.8-8.3 inches	To securely carry and protect large souvenirs while providing durable, spacious, and convenient portability.	Plastic packet of 10 pieces	Height 14-16 x Width 18-22 x Depth 8-10 inches, Pockets: 2 (2 exterior, 0 interior), Weight: 10-11 oz Handle Length: 24-25 inches, size when Folded (H x W): 6.8-7.2 x 7.8-8.3 inches , Material: Nylon water-repellent treatment or as per sample		300
2.	Bag for Souvenirs Medium	Height 11-13 x Width 16-18 x Depth 6.5-7.5 inches, Pockets: 2 (2 exterior, 0 interior), Weight: 8-9 oz, Handle Length: 24-25 inches, size when folded (H x W): 4.5-5.5 x 6.8-7.2 inches	To safely store and transport medium-sized souvenirs with durable material and convenient handling.	Plastic packet of 10 pieces	Height 11-13 x Width 16-18 x Depth 6.5-7.5 inches, Pockets: 2 (2 exterior, 0 interior), Weight: 8-9 oz, Handle Length: 24-25 inches, size when folded (H x W): 4.5-5.5 x 6.8-7.2 inches, Material: Nylon water-repellent treatment or as per sample		300
3.	Bag for Souvenirs Small	Height 10-11 x Width 14-16 x Depth 4.5-5.5 inches, Pockets: 2 (2 exterior, 0 interior), Handle Length: 24-25 inches, size when Folded (H x W): 4.5-5.5 x 5.8-6.2 inches	To compactly hold and protect small souvenirs with easy portability and durable construction.	Plastic packet of 10 pieces	Height 10-11 x Width 14-16 x Depth 4.5-5.5 inches, Pockets: 2 (2 exterior, 0 interior), Weight: 6-7 oz, Handle Length: 24-25 inches, size when Folded (H x W): 4.5-5.5 x 5.8-6.2 inches, Material: Nylon water-repellent treatment or as per sample		300
4.	File flapper rexine with magic strip	Length: 22-26", width: 2.8-3.2"	To securely hold and organize documents with a durable rexine cover and easy-to-use magic strip closure for quick access.	Plastic packet of 10 pieces	Material: PVC, Length: 22-26", width: 2.8-3.2", colour: dark green, Velcro Strip (on both sides: 4"x1") or as per sample		5000

5.	3 Tier Documents (Stationery) Tray	dimensions L: 33-37 x W: 26-28 x D: 3.5-4.5 inches	To organize and store various stationery items neatly for easy access and a clutter-free workspace.	Cardpaper packet of one unit	3 step (black colour, alloy metal material, dimensions L: 33-37 x W: 26-28 x D: 3.5-4.5 inches) or as per sample		200
6.	Clip Board	length: 14"-15", width: 9"-9.5"	To provide a sturdy writing surface and secure document holding for ease of writing on the go.	Plastic packet of one unit	Material: High-quality Plastic, size: A4, length: 14"-15", width: 9"-9.5", clip material: strong metal, clip width: 9-11cm or as per sample		200
7.	Leather Table Set	Paper Weight: 65-75mm x 65-75mm x 25-30mm Pen Holder: 80-85mm x 65-70mm x 100-110mm Tissue Box: 130-140mm x 90-100mm x 280-290mm Letter Stand: 165-175mm x 75-80mm x 65-75mm Document Tray: 230-240mm x 35-45mm x 355-363mm Desk Board: 580-590mm x 425-435mm Pen Holder: 220-230 mm x 125-135 mm x 18-22 mm Paper Dispenser: 120-	To provide a stylish and durable workspace organizer combining leather aesthetics with functional compartments for office essentials.	Cardpaper packet of one set	Paper Weight: 65-75mm x 65-75mm x 25-30mm Pen Holder: 80-85mm x 65-70mm x 100-110mm Tissue Box: 130-140mm x 90-100mm x 280-290mm Letter Stand: 165-175mm x 75-80mm x 65-75mm Document Tray: 230-240mm x 35-45mm x 355-363mm Desk Board: 580-590mm x 425-435mm Pen Holder: 220-230 mm x 125-135 mm x 18-22 mm Paper Dispenser: 120-130mm x 36-42mm x 120-130mm or Jafferjees or equivalent		10

		130mm x 36-42mm x 120-130mm					
8.	Spending bag leather	W: 36–39 cm, L: 26–28 cm, Thickness: 2.5–3.5 cm	To securely store and transport money and small valuables with durable leather construction and reliable closure.	Plastic packet of one unit	Material: PU Leather, Color: Black, Capacity: A4 documents/10-15 sheets/pockets, W: 36–39 cm, L: 26–28 cm, Thickness: 2.5–3.5 cm (when empty), Secure locking mechanism with metal clasp, Side handle or as per sample		200
9.	Pencil Cup with CTD Logo	Height: 9–11 cm, width: 7-8 cm, thickness: 6.5-7.5 cm, Wall Thickness: 0.8–1.2 cm	To neatly organize and display pencils and writing tools while showcasing the CTD logo for branding and easy identification.	Plastic packet of one unit	Material: Durable wood (polished), shape: square, Height: 9–11 cm, width: 7-8 cm, thickness: 6.5-7.5 cm, Wall Thickness: 0.8–1.2 cm, custom printing or as per sample		100
10.	Pen Holder with CTD Logo	Gavel Length: 14–16 cm, Gavel Head Width: 2–3 cm, Stand Height: 14–16 cm, Pen Slot Width: 1.5-2 cm	To organize and hold pens securely while prominently displaying the CTD logo for branding and professional appeal.	Cardpaper boxe of one unit	Material: Polished hardwood, Engraving: Laser-engraved (customized), Gavel Length: 14–16 cm, Gavel Head Width: 2–3 cm, Stand Height: 14–16 cm, Pen Slot Width: 1.5-2 cm, Compact gavel head with natural wood grain, Integrated vertical groove in handle stand, Flat base or as per sample		100

11.	Crystal Glass Paper Weight with CTD Logo	Weight: 200–250 g, Height (Thickness): 1.5–2 cm, Length: 9–10 cm, Width: 6–7 cm	To provide a stylish, heavy crystal glass paperweight that securely holds documents in place while showcasing the CTD logo for branding.	NA	Material: Solid clear optical glass / crystal, shape: Rectangular with bevelled edges, custom embeded, Finish: High-gloss polished, Weight: 200–250 g, Height (Thickness): 2–2.5 cm, Length: 7–8 cm, Width: 6–7 cm or as per sample		200
12.	Officer Dak Bag Leather	Dimensions: W: 35-38 cm, L: 26-30, D: 7-9 cm	To securely carry and organize documents and essentials with durable leather construction, offering professional style and protection for officers.	Cloth bag of single unit	Material: Genuine leather / PU leather Compartments: 1 main compartment for documents or laptop. 2 inner organizational pockets. Zipper or slip pocket. Closure: Metal lock / push-clasp mechanism. Handle: Padded leather handle wit+K57h reinforced stitching. Dimensions: W: 35-38 cm, L: 26-30, D: 7-9 cm or Jafferjees or equivalent		25
13.	Spiral Diary	Dimensions: L: 250-260 mm, W: 175-180 mm	To provide a durable and convenient writing diary with spiral binding for easy page turning, ensuring organized record-keeping and reliable performance for everyday office use.	Polythene packing one unit	Material (front / back covers): Polypropylene (PP) plastic, inner pages: 70-80 gram, Spiral Binding: Double-loop steel wire with black coated finish, Dividers/Index Tabs: Polypropylene (PP) coloured plastic or as per sample		1000
14.	Officers Diary with Pad	Dimensions: H: 135-145 mm x W: 100-110 mm x D: 18-22 mm	To provide a professional and durable diary with an	Cardpaper packing one unit	Material (Exterior cover): Genuine leather (cowhide), Inner lining: PU leather or		200

			integrated writing pad for organized note-taking, planning, and record-keeping, ensuring reliable performance for everyday official use.		suede microfiber lining, Pen loop: Elastic band with leather covering, Writing pad: 80-90 gram or Jafferjees or equivalent		

Lot No. 14, Paint, Electrical, Hardware & Maintenance Supplies

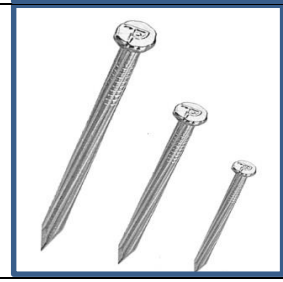
Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Warranty & Guarantee period	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Ten. Qty
1.	Paint Bucket	14 liters or above	Extreme Weather Resistance, High Durability, Dirt Repellent, Fading Resistance, Anti-Microbial, Sustainable	One year	Sealed bucket	Emulsion, Base: 100% Acrylic Based, Color: as per requirements, Low VOC, APEO Free or Brighto or equivalent		80
2.	Oil Paint	3.5 liters or above	Alkyd-based paint with a superior finish, UV resistance, mildew resistance, and excellent coverage	One year	Sealed bucket	Base: Alkyd resin, Finish: High gloss or Diamond or equivalent		80
3.	Weather Sheet	14 liters or above	UV resistance, water resistance, anti-fungal and anti-algae technology, and a fade-resistant formulation	One year	Sealed bucket	Type: High-quality acrylic-based exterior emulsion, Finish: Matt (flat, non-glossy), Strong weather resistance, Enhanced scrub		80

						resistance or Diamond or equivalent		
4.	Paint Brush	4" & 6" (Set of 02 sizes)	high-capacity, soft-tip synthetic filaments for maximum paint pickup and coverage, a stainless steel ferrule, and a comfortable, ergonomic handle (available in plastic or easy-grip rubber) to reduce hand fatigue	One year	Polythene or card paper covered	Brush: Made from durable stainless steel to securely hold the bristles, Handle: plastic and an easy-grip rubber Captain or equivalent		50
5.	Water Mat	14 liters or above	Air-refreshing Formaldehyde absorbent	One year	Sealed bucket	Pigments: Mainly Titanium Dioxide, Iron Oxide, Organic Pigments and Mineral Extender, Binder: Acrylic Polymer, Thinner: Clean Water or Diamond or equivalent		40
6.	Primer Bucket	14 liters or above	Designed for interior plaster, concrete, and gypsum surfaces, Near zero VOC and odour	One year	Sealed bucket	Type: Water-based PVA primer, Finish: Matt finish or Diamond or equivalent		40
7.	Filling Bucket	14 liters or above	Heavily pigmented filler for surface preparation	One year	Sealed drummy	Colour: White, Finish: Matt, Solids (vol%): 42, Flash point: Water based, Specified gravity: 1.5-1.6 or Diamond or equivalent		60

8.	LED bulb	Dimension as per standard measurments of the company, meeting specifications.	LED bulbs must provide energy-efficient, bright, and long-lasting light with low heat emission and reliable performance.	Paperboard box of single unit	Paperboard box of single unit	Wattage: 13 W, lifetime: 12000 hrs or above, Nominal luminous flux: 1200-1300lmor above, voltage: 220v or above, Holder: screw & pin type (as pe requirement of client department) or as per sample		400
9.	Battery cell	Dimension as per standard measurments of the company, meeting specifications.	Battery cells must deliver consistent, reliable power with long shelf life and safe, leak-resistant performance.	One year	Plastic packet of 02 pieces	(R06 "AA" size, Super Heavy Duty, 1.5 V, Non Rechargeable, No Mercury or Cadmium Added), Camelion or equivalent		5000
10.	Battery cell	Dimension as per standard measurments of the company, meeting specifications.	Battery cells must provide stable, long-lasting power for low to medium-drain devices with safe and leak-resistant performance.	One year	Plastic packet of 02 pieces	(R03 "AAA", Super Heavy Duty, 1.5 V, Non Rechargeable, No Mercury or Cadmium Added), Camelion or equivalent		4000
11.	Battery Cell	Dimension as per standard measurments of the company, meeting specifications.	Battery cells must deliver steady, high-capacity power for heavy-duty devices, with reliable performance and leak resistance	One year	Plastic packet of 02 pieces	R20SG Size D 1.5 V , or Camelion or equivalent		150
12.	Tube light LED	3.8' long or above	LED tube light must provide bright, energy-efficient, and flicker-free illumination with	One year	Paperboard box of single unit	(40w, 170-265 V, 3.8'-4.2' long, Tube Shaped) or Phillips or equivalent		200

			long lifespan and low heat output					
13.	Tube light LED	3.8' long or above	LED tube light must deliver high-lumen, energy-efficient, and consistent illumination with durable performance and long operational life.	One year	Paperboard box of single unit	(60w, 170V or above, tube shaped), weight: 460g or above or Factor or equivalent		200
14.	SMD Light	dimensions: 92-98mm x 92-98mm x 45-45mm, cut-out diameter: 75-85mm	Must offer bright, energy-efficient, and uniform lighting with long lifespan and low power consumption.	One year	Paperboard box of single unit	Wattage: 7, voltage: 220-240V, brightness: 540-560 lumens, lifespan: upto 15000 hours, dimensions: 92-98mm x 92-98mm x 45-45mm, cut-out diameter: 75-85mm or as per sample		1500
15.	Frame Penal Light	Dimension as per standard measurments of the company, meeting specifications.	Must deliver uniform, energy-efficient illumination with minimal glare, reliable performance, and a long lifespan—offering stable light output, good color accuracy, and consistent quality over time	One year	Paperboard box of single unit	Wattage: 17, voltage: 2200V or above, brightness: 1200 lumens or above, lifespan: upto 15000 hours or above, weight: 70g or above or as per sample		300
16.	Cable Clump (Plastic) with steel nail (packet)	32mm, 25mm, 16mm, 8mm, 4mm (set of 05 sizes)	Cable clamps (plastic with steel nail) must securely fasten cables to surfaces, offering strong grip, durability, and corrosion-resistant performance for safe cable management.	One year	Plastic packet of 32mm (50 pcs) 25mm (50 pcs) 16mm (100 pcs) 8mm (100	Material: Plastic & Steel or as per sample		50

					pcs) 4mm (100 pcs)			
17.	Cable Tie (Plastic) (packet)	Size: 4", 6" (set of 02 sizes)	Cable ties (plastic) must provide strong, secure, and durable fastening for cable management, with resistance to tension, wear, and environmental conditions.	One year	Plastic packet of 50 pieces	Material: Plastic or as per sample		20
18.	Gate Light Globe	Total Height: 30–35 cm, Globe Diameter (Widest Point): 15–18 cm, Base Diameter: 14–16 cm	Gate light globes must be weather-resistant, durable, and provide clear, uniform light diffusion for outdoor illumination.	One year	Paperboard box of polythene packet of single unit	Design Style: Traditional / Floral (tulip-like globe), Globe material: Opaque white acrylic or frosted glass, flower-petal shaped, Base material: plastic (black/dark), Input voltage range: 190-250V AC, Total Height: 30–35 cm, Globe Diameter (Widest Point): 15–18 cm, Base Diameter: 14–16 cm or as per sample		500
19.	Gate Globe Blub	Dimension as per standard measurments of the company, meeting specifications.	Must provide bright, energy-efficient illumination with a warm white color temperature	One year	Paperboard box of single unit	Power: 20W, dimming: non-dimmable, or as per sample		300

20.	AC Drain Pipe	Diameter: 3/4' or above, Length 2.8' or above	Must be durable, corrosion-resistant, and flexible enough to efficiently drain condensate without leakage or clogging.	One year	NA	Material: flexible plastics like PVC (Polyvinyl Chloride) or ABS (Acrylonitrile Butadiene Styrene, Type: Flexible tubing, Color: white or clear or as per sample		400
21.	Stainless Steel Drawer lock	Dimensions: 17mm or above, 3/4" or above, cylinder length: 20mm or above	Must be strong, corrosion-resistant, and provide secure, reliable locking for drawers and cabinets		Paperboard packet of one unit	Material: stainless steel, panel thickness: 15mm or above or as per sample		300
22.	Wood Screw	Size: 1", 1.5", 2" (set of 03 sizes)	Must provide high tensile strength, corrosion resistance, and reliable grip for secure fastening in wooden materials		Paperboard packet of 100 pieces for each size	Material: Alloy steel or as per sample		60
23.	Steel Nails	Size: 1", 1.5", 2" (set of 03 sizes)	Must be strong, durable, and corrosion-resistant, ensuring secure and long-lasting fastening in construction and carpentry applications		Paperboard packet of 100 pieces for each size	Material: Low Carbon Steel metal polished or as per sample		60

24.	Tora Pipe with accessories	Diameter: 2" or above, length: 50' or above	It shall ensure leak-proof, durable, and standard-compatible fluid transfer		Roll of 50 meters tied with small rope	Material: Polyester, Polyvinyl Chloride (PVC) with accessories or as per sample		20
25.	Remote Bell	bell dimension: H: 11cm or above, W: 6.5cm or above, remote dimensions: H: 8cm or above, W: 3cm or above	It is designed to provide clear and loud notifications for homes, offices, and shops		Paperboard packet of one unit (bell & remote)	Type: wired, voltage: 220v or above, material: ABS plastic, wall mountable, dual speaker or XElent or equivalent		50
26.	Frameless Penal Light	Dimension as per standard measurments of the company, meeting specifications.	Must deliver energy-efficient, glare-free illumination with even light diffusion, a slim, aesthetic profile, and reliable long-term performance suitable for modern indoor applications		Paperboard of one unit	Wattage: 24, Lumens: 1800 or above, Voltage: 220V or aove, Lifespan: Up to 15,000 hours or above or Phillips or equivalent		200
27.	Rope light 12mm	Dimension as per standard measurments of the company, meeting specifications.	Must deliver energy-efficient, flexible, and weather-resistant illumination with high luminosity, long lifespan, and uniform light diffusion		Paperboard packet of 100 meters (wrapped on plastic roller inside packet)	Material: transparent PVC (polyvinyl chloride), length: roll of 90-110m, Voltage: 12V DC or Faw or equivalent		40
28.	Insulation Tape	Thickness: 0.19mm or above, Width: 16mm or above, Length: 18 m or above per roll	Must deliver reliable electrical insulation with strong adhesion, excellent elasticity, flame resistance, weatherproofing, and long-lasting durability		Plastic packet of 10 pieces	Material: Premium PVC, plasticized, lead-free, colour: black & red or Nitto or equivalent		400

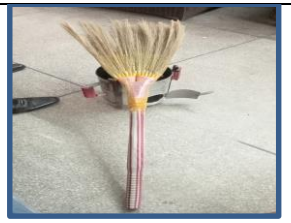
			under varying temperature conditions					
29.	SMD Ceiling Light (9 watt)	-	-	-	-	Phillips or equivalent (original)		200
30.	Flame Bulb (9 watt)	-	-	-	-	Mars Lighting or equivalent (original)		30
31.	Connection pipe for Muslim Shower	-	-	-	-	As per sample available at CTD HQ		200
32.	Officer Bell Cell	-	-	-	-	Camelion or equivalent (original)		50
33.	Computer Cell	-	-	-	-	Camelion or equivalent (original)		400
34.	Anti-Rust & Corrosion Spray	-	-	-	-	WD-40 or equivalent (original)		100
35.	Wall Hanger (Steel)	-	-	-	-	As per sample available at CTD HQ		200
36.	Square Spotlight (10-12W)	-	-	-	-	Naeem Trading. Co. or equivalent (original)		400
37.	Cylinder for door lock	-	-	-	-	WHS or equivalent (original)		100
38.	Machine for door lock	-	-	-	-	WHS or equivalent (original)		100
39.	Door Lock	-	-	-	-	WHS or equivalent (original)		100
40.	Door Closer	-	-	-	-	WHS or equivalent (original)		100
41.	Table Lamp	-	-	-	-	As per sample available at CTD HQ		10

42.	Floor Lamp	-	-	-	-	As per sample available at CTD HQ		10
43.	Pointer Cell	-	-	-	-	UltraFire or equivalent (original)		60
44.	Cell Charger	-	-	-	-	Camelion or equivalent (original)		50
45.	Insolation Foam (5/8)	-	-	-	-	Dura or equivalent (original)		100
46.	Insolation Foam (3/8)	-	-	-	-	Dura or equivalent (original)		100
47.	Flair Net (5/8 to 6)	-	-	-	-	As per sample available at CTD HQ		40
48.	Flair Net (3/8 to 4)	-	-	-	-	As per sample available at CTD HQ		40
49.	Cabinet AC 4 Ton Out Door Choki	-	-	-	-	As per sample available at CTD HQ		10
50.	Cabinet AC 2 Ton Out Door Choki	-	-	-	-	As per sample available at CTD HQ		10
51.	Tape 2"	-	-	-	-	CanDo or equivalent (original)		100
52.	AC Remote Pell	-	-	-	-	Pell or equivalent (original)		10
53.	AC Remote TCL	-	-	-	-	TCL or equivalent (original)		10
54.	AC Remote Haier	-	-	-	-	Hair or equivalent (original)		10
55.	AC Remote 4 Ton Cabinet Haier	-	-	-	-	Hair or equivalent (original)		10

56.	LED Remote	-	-	-	-	Samsung or equivalent (original)		10
57.	AC Stand (1.5 ton & 2 ton)	-	-	-	-	As per sample available at CTD HQ		20
58.	Lock	-	-	-	-	Wohu or equivalent (original)		100
59.	Sandpaper (Regmal) No. 40	-	-	-	-	Deerfos or equivalent (original)		200
60.	Sandpaper (Regmal) No. 150	-	-	-	-	Korea or equivalent (original)		200
61.	Plaster of Paris (Packet) (1 kg)	-	-	-	-	As per sample available at CTD HQ		200
62.	Water Mat Roller	-	-	-	-	As per sample available at CTD HQ		30

Lot No. 15, Cleaning, Sanitation, Washroom & Housekeeping Supplies

Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Ten Qty
1.	Dust Bin Plastic (small)	Diameter: 9.5" or above, Height: 11.5" or above	Must be lightweight, durable, and easy to clean, providing convenient waste disposal for indoor use.	NA	Material: Plastic, Capacity: 6 liters or above, shape: round, weight: 340g or above or as per sample		200

2.	Dust Bin Plastic (large)	Diameter: 11" or above, Height: 16" or above	Must be heavy-duty, weather-resistant, and equipped with wheels for easy mobility, ensuring efficient waste collection and outdoor durability.	NA	Material: Plastic, Capacity: 12 liters or above, shape: round, weight: 540g or above or as per sample		200
3.	Stainless Steel Dust Bin (Pedal Step)	dimension: L: 16" or above, dia: 10.5" or above	Stainless steel pedal step dustbins must be durable, corrosion-resistant, and hands-free, offering hygienic and convenient waste disposal.	Paperboard box of one unit	Material: High-quality stainless steel, with a fingerprint-resistant coating, Capacity: 20ltr or above, Foot pedal operated, removeable plastic inner bucket, weight: 2.6kg or above or as per sample		50
4.	Phool Jharu (Flower Broom)	broom length: 1.2' or above, handle length: 1.8" or above	Must be lightweight, durable, and effective at sweeping fine dust and debris with a comfortable grip for ease of use	NA	Material: broom (broom grass) wooden handle (covered by plastic), weight: 280g or above or as per sample		200
5.	Plastic Mat	L: 26" or abovex W: 18" or above	Must be durable, water-resistant, and slip-resistant, providing easy-to-clean protection for floors and surfaces	NA	Material: Type: Anti-slip Rubber/Plastic Mat or Sheet, shape: rectangle, Surface Pattern: Diamond or raised crosshatch (anti-skid texture), L: 26-30"xW: 18-22", weight: 1.7KG or		100

					above or as per sample		
6.	Plastic Bath Bucket	dimensions: height: 14" or above, top dia (inner side): 12"or above, bottom dia (outer side): 8.5" or above	Must be sturdy, lightweight, and water-resistant with a comfortable grip for safe and convenient daily use	NA	Capacity: 28 liters or above, material Plastic with plastic cover or as per sample		100
7.	Plastic Stool & Plastic Mug for Plastic Bath Bucket	dimensions bath mug: diameter: 5.20" or above, height: 5" or above, Bath Stool dimensions: Height: 7.2" or above, Width: 11" or above, Length: 7" or above	Must be durable, lightweight, and designed for easy handling and efficient water scooping	NA	Material (both items): Plastic or as per sample		100
8.	Tissue papers box (2 ply)	280 sheets or above	It shall provide soft, absorbent, and hygienic tissues with adequate strength, easy dispensing, and secure packaging	Paperboard packet of 300 sheets	(Ultra Soft, White Colour, 2 Ply, pop-up) or Rose Petal or equivalent		1500
9.	Tissue papers box (3 ply)	200 sheets or above	It shall ensure superior softness, higher absorbency, and enhanced durability with hygienic, easy-to-dispense packaging	Paperboard packet of 230 sheets	(Ultra Soft, White Colour, Luxury, 3 Ply) or Rose Petal or equivalent		1500
10.	Air freshener	280 ml or above	It shall provide long-lasting fragrance, effective odor neutralization, and safe	Plastic bottle of 300 ml	(Spray type, Pink / Green / Blue colour), made in EU or		800

			dispersion for a refreshed indoor environment		Febreeze or equivalent		
11.	Air freshener	280 ml or above	It shall provide long-lasting fragrance, effective odor neutralization, and safe dispersion for a refreshed indoor environment	Plastic bottle of 300 ml	(Spray type, Yellow / Green / Blue colour) or Fridi or equivalent		800
12.	Tissue paper Roll	2 ply or above	It shall provide soft, strong, and absorbent sheets with smooth dispensing and hygienic packaging	Roll	(Maximum Absorbency & Softness, White Colour, Long Lasting Toilet Roll) or Rose Petal Maxob or equivalent		2000
13.	Phenyl bottle	2.8 liter or above	It shall ensure safe storage and easy dispensing of disinfectant liquid with durable, leak-proof, and user-friendly packaging	Plastic bottle of 2.9 liter	(Plastic bottle of yellow colour) or Finnis or equivalent		3000
14.	Acid bottle	570 ml or above	It shall provide safe containment and controlled dispensing of corrosive liquid with durable, leak-proof, and chemical-resistant packaging	Plastic bottle of 600 ml	(Rransparent plastic bottle) or Sweep or equivalent		5000
15.	Dish Washing Soap	380g or above	It shall ensure effective grease removal, gentle use on hands, and economical cleaning with a long-lasting formula	Plastic box of 400 gram	Type: solid, Fregrance: Lemon or others or Lemon Max or equivalent		800
16.	Dish wash liquid	470 ml or above	It shall provide powerful grease-cutting, quick rinsing, and skin-friendly cleaning with a long-lasting foaming formula	Plastic bottle of 475 ml	Type: Liquid, Fregrance: Lemon or others or Lemon Max or equivalent		800
17.	Bath Soap	125g or above	It shall provide gentle cleansing with rich lather, moisturizing care, and a long-lasting	Paperboard packet of one unit	Fragrance: Jasmine, enriched with: vitamin C & glycerin (as per requirements of the		1000

			fragrance for a refreshing bathing experience		client department) or Lux or equivalent		
18.	Laundry Soap	total height: 17cm or above, bar thickness: 4cm or above, bar length: 12cm or above, bar width: 4cm or above	It shall provide effective stain removal, fabric brightness, and long-lasting freshness while being gentle on clothes	Plastic packet of 4 bars	Packing: 1x4, weight: 950g or above or Sufi or equivalent		800
19.	Towel cotton	Size: 26" or above x 55" or above	It shall ensure superior absorbency, softness, durability, and quick drying for a comfortable user experience	Plastic packet of one unit	Material: cotton, luxury type or Ideas or equivalent		300
20.	Duster cotton	Size: L: 28" or above, W: 21" or above	It shall provide durable, lint-free, and highly absorbent cleaning performance for dusting and wiping surfaces effectively	Plastic packet of 12 units	Material: cotton or as per sample		3000
21.	Towel simple	Size: L: 36" or above, W: 20" or above	It shall provide basic absorbency, durability, and reliable drying for everyday use	Plastic packet of 12 units	Material: cotton or as per sample		2500

22.	Wiper iron	rod size: 47" long or above, wiper L: 18.5" or above, wiper W: 2" or above	It shall ensure sturdy handling and effective water removal with a durable iron frame for long-lasting cleaning performance	NA	Material: double rubber, rod: strong iron or as per sample		250
23.	Toilet Bowl Brush	total handle length: 15" or above, bowl dia (upper): 4" or above (lower): 5.5" or above	shall ensure efficient cleaning of toilet surfaces with durable bristles and an ergonomic handle for hygienic use	NA	Material: plastic, style: Caddy or as per sample		250
24.	Jharu bansi (Bamboo broom)	Length: 2.8' or above, width: 10" or above	It hall provide sturdy, eco-friendly, and effective sweeping performance for indoor and outdoor cleaning	Bundle of one kg, tied with small rope	Material bamboo, weight: 0.9kg or above or as per sample		600
25.	Re-fillable water filter	Size L: 18″ or above x Dia: 5cm or above	It shall provide efficient purification with replaceable cartridges, ensuring safe, clean, and cost-effective drinking water	Plastic packet of one unit	(PP Sediment Filter 0.3 MICRON, white colour, with 2 foams & one jali or Shine or equivalent		150
26.	Re-fillable dust mop	Handle length: 3.8' or above, dia: 2cm or above, Mop length: 1.8' or above, width: 5" or above	It shall ensure effective dust and dirt collection with a reusable, washable head for economical and eco-friendly cleaning	NA	Handle material: metal or as per sample		500
27.	Liquid hand wash	L: 23cm or above × W: 18cm or above × H: 9cm or above	It shall provide effective germ removal with a gentle, skin-friendly formula and convenient dispensing for daily hygiene	Plastic bag of one liter	Volume: 950ml or above or Dettol or equivalent		800

28.	Hand Wash Liquid (for Officer)	H: 160mm or above, W: 80mm or above, D: 42mm or above	It shall provide fast-acting germ protection, gentle cleansing, and convenient dispensing for daily hand hygiene	Plastic bottle of 250 ml	Material: hard plastic, weight: 240ml or above, pump dispenser or Lifebouy or equivalent		200
29.	Jute Foot Mat	size: 1.8' or above x 2.9' or above	It shall provide durable, slip-resistant, and eco-friendly surface coverage for effective dirt and moisture absorption at entrances		Material: Coconut or as per sample		100
30.	Re-fillable water filter (for RO Plant)	Size L: 18" or above x Dia: 9cm or above	The refillable water filter for RO plants must ensure high filtration efficiency, durability, ease of replacement, hygienic operation, and cost-effectiveness	Plastic packet of one unit	(PP Sediment Filter 0.3 MICRON, white colour or Aqua Fine or equivalent		40
31.	Anti-Septic Liquid	480ml or above	It shall provide fast-acting antiseptic protection for wounds, surfaces, and personal hygiene, ensuring safe and reliable germ control	Plastic bottle of 500 ml	Bottle material: transparent plastic, Screw-on cap for secure closure or Dettol or equivalent		200
32.	Protective Face Mask Non-Medical	Packet size: 7.4" or above x 4.3" or above x 3.5" or above	It shall provide effective coverage of the nose and mouth, offering filtration of dust and airborne particles while ensuring breathability and comfort for daily use	Paperboard packet of 50 pieces (inside 05 plastic packets of 10 units each)	Material: Polypropylene, type: 3-Ply Disposable, packet as per sample		20000
33.	Hand Sanitizer	H: 100mm or above, W:	It shall provide rapid germ elimination and on-the-go hand	Plastic bottle of 50 ml	Material: plastic, capacity: 48 ml or		200

		43mm or above, D: 26mm or above	hygiene with a convenient, spill-resistant packaging		above, Screw-on cap or Lifebuoy or equivalent		
34.	Hand Sanitizer	H: 16cm or above, W: 7cm or above, D: 11cm or above	It shall provide effective daily hand hygiene with germ protection, easy dispensing, and user-friendly handling	Plastic bottle of 250 ml	Capacity: 250ml or above, material: plastic, pump dispenser or Lifebuoy or equivalent		100
35.	Detergent Powder	dimension: W: 190mm or above × H: 45mm or above (H) × D: 150mm or above	Must deliver powerful, quick-dissolve stain removal—even in cold water—while protecting fabric color, leaving a fresh scent, and functioning effectively in both hand and machine washes	Plastic bag of 500 gram	Packet material: plastic, weight: 480g or above or Surf excel or equivalent		400
36.	Glass Cleaner Spray	dimension H: 10.5" or above, W: 7.5" or above, Thickness: 4" or above	It delivers a streak-free, residue-free shine by effectively removing dirt, grime, and fingerprints from automotive glass surfaces with a quick-drying, easy-spray formula	Plastic bottle of 500 ml	Volume: 490ml or above, bottle material: transparent PET (Polyethylene Terephthalate) plastic, spray type or Glint or equivalent		300
37.	Floor Cleaning Liquid	dimensions: H: 8.5" or above, W: 3.5" or above	It is designed to effectively clean and disinfect floors, eliminating 99.9% of germs and bacteria. Its powerful formula ensures a hygienic and spotless floor, making it ideal for homes, offices, and other spaces	Plastic bottle of 500 ml	Bottle material: plastic, overall weight: 480g or above or Dettol or equivalent		500

38.	Soft Duster for Cleaning	L: 16" or above, W: 14" or above	Gently lift and trap dust without scratching surfaces, conform to contours and tight spaces through flexible, electrostatically active fibers, and remain durable and washable for repeated use.	One piece tagged with small paperboard on one side.	Duster material: microfiber or as per sample		1000
39.	Toilet Cleaner Liquid	W: 6cm or above × D: 10.5cm or above × H: 27.5cm or above	It delivers a clingy, viscous formula that deeply dissolves limescale and tough stains, kills 99.9% of germs, neutralizes odors, and ensures a hygienic, fresh toilet bowl from rim to U-bend	Plastic bottle of 750 ml	Capacity: 580ml or above, bottle material: plastic overall weight: 1 kg or aboveor Harpic or equivalent		500
40.	Dispensar Tissue Paper (packet)	Dimension: H: 9" or above, W: 3.2" or above, thickness: 2.5" or above	Dispensar Tissue Paper packets must be soft, absorbent, durable, hygienically packaged, easy to dispense sheet-by-sheet, and environmentally sustainable	Plastic packet of 200 sheets	200 sheets or above or Rose Petal or equivalent		800
41.	Dust Mop Refill cloth	length: 1.8' or above, width: 5" or above	Must grasp and retain fine to coarse dust with looped or microfiber fibers that resist shedding and lint, glide smoothly across surface contours, be reusable and washable, and fit standard mop frames securely	Plastic packet of 02 units	material: stainless steel structure, cotton mop or as per sample		500
42.	Vehicle Polish	dimensions: Dia: 11cm or above, H: 5cm or above	It delivers a durable, high-gloss finish by removing oxidation and minor scratches while sealing and protecting metallic paint surfaces against fading, oxidation, and environmental contaminants	Plastic box of 225 gram	Bottle material: plastic, capacity: 210g or above or Formula I or equivalent		300

43.	Dash Board Spray	height: 21cm or above, diameter: 5cm or above	It cleans, disinfects, and protects dashboard surfaces by removing dust and grime, leaving a non-greasy, matte finish that resists dust buildup and UV damage	Plastic bottle	Bottle material: plastic, spray type or Formula I or equivalent		600
44.	Air Freshener Refill	length: 15cm or above, diameter: 6cm or above	It continuously releases a long-lasting, pleasant fragrance to neutralize odors and freshen indoor air without harmful residues	Metal bottle of 270 gram	Bottle material: plastic, weight: 260g or above, fragrance: as per requirements or Fresco or equivalent		1000
45.	Air Freshener Machine	Dimensions: W: 7.5cm or above × D: 8cm or above × H: 21cm or above	It automatically dispenses fragrance at set intervals to maintain a consistently fresh and odor-free indoor environment with minimal manual effort	Paperboard packet of one unit	Material: Plastic housing with a sleek design, Weight: 490g or above or as per sample		100
46.	Tissue Paper (400 sheet)	-	-	-	Rose Petal or equivalent (original)		1200
47.	Party Tissue Pack	-	-	-	Rose Petal or equivalent (original)		500
48.	Dust Bin Shopper Small	-	-	-	Jazee or equivalent (original)		500
49.	Dust Bin Shopper Large	-	-	-	Jazee or equivalent (original)		500
50.	Hand Wash (5 liters)	-	-	-	Fresco or equivalent (original)		300
51.	Hand wash Container	-	-	-	As per sample available at CTD HQ		60
52.	Web Sweeper (Jala Broom)	-	-	-	As per sample available at CTD HQ		100

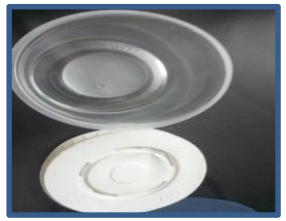
53.	Laundry detergent (1 kg)	-	-	-	Surf Excel or equivalent (original)		800
54.	Vegetable Plastic Bucket	-	-	-	As per sample available at CTD HQ		40
55.	Acid Sulfur	-	-	-	As per sample available at CTD HQ		2000
56.	Sponge for dish wash	-	-	-	As per sample available at CTD HQ		400
57.	Phenyl Tablet (400 gms)	-	-	-	As per sample available at CTD HQ		1000
58.	Plastic Brush for cleanliness	-	-	-	As per sample available at CTD HQ		100
59.	Washroom Wiper	-	-	-	As per sample available at CTD HQ		100
60.	Green Surface Cloth (13x165)	-	-	-	As per sample available at CTD HQ		20
61.	Feather Duster Stick	-	-	-	As per sample available at CTD HQ		300
62.	Surgical Gloves	-	-	-	Surgicare or equivalent (original)		100
63.	Toilet Wash Jug (Lota)	-	-	-	As per sample available at CTD HQ		200
64.	Hair Brush	-	-	-	As per sample available at CTD HQ		50
65.	Tikki Air freshener	-	-	-	Roomi or equivalent (original)		200
66.	Paper Dustbin	-	-	-	As per sample available at CTD HQ		50

67.	Washroom Door Mat (Carpet)	-	-	-	As per sample available at CTD HQ		100
68.	Officer Towel Luxury	-	-	-	Ideas or equivalent (original)		150

Lot No. 16, Kitchen, Dining & Hospitality Supplies

Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Warranty & Guarantee period	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Ten. Qty
1.	Shopper Bag (recommended as Shopping Bag)	Size: W: 6" or above × L: 14" or above	Plastic shopping bags must be durable, and capable of safely carrying 1 kg of goods without tearing.	One year	one plastic bag having weight of 1 kg	Material: plastic, capacity: 900g or above or as per sample		200
2.	Shopper Bag (recommended as Shopping Bag)	Size: W: 9" or above × L: 18" or above	Plastic shopping bags must be durable, and capable of safely carrying 5 kg of goods without tearing.	One year	one plastic bag having weight of 1 kg	Material: plastic, capacity: 4.5kg or above or as per sample		200
3.	Wrapping Roll	Height: 17" or above, Length: 175 meter or above	Wrapping roll must be durable, tear-resistant, and flexible, providing secure and smooth coverage for packaging or	One year	Roll sealed with plastic cover	Weight: 2.3kg or above, Self-Adhesive & Tear-Resistant: Shrink Wrap Film or as per sample		50

			wrapping applications.					
4.	Disposable Plastic Spoon	Length: 15cm or above	Disposable transparent plastic spoons must be lightweight, food-safe, and sturdy enough to handle typical food items without bending or breaking.	One year	Plastic packet of 100 pieces	Material: Polystyrene (PS) or Polypropylene (PP), transparent, weight: 1.8g or above or as per sample		30000
5.	Disposable styrofoam box	Length: 6" or above, Breadth: 5.5" or above, Height: 2.8" or above	Disposable styrofoam boxes must be lightweight, insulating, and sturdy enough to securely hold and transport food without leaking or deforming.	One year	Plastic packet of 100 pieces	Material: expanded polystyrene foam (EPS), capacity: 480g or above, Weight: 5g or above, as per sample		30000
6.	Disposable Tea Cup	Dimensions: 8cm or above x 7cm or above	Disposable Thermacole tea cups must be heat-resistant, lightweight, leak-proof, and sturdy enough to safely hold hot beverages without deforming.	One year	Paperboard box of 100 pieces	Material: Thermocol. Capacity: 240ml or above, weight: 1.5g or above or as per sample		15000

7.	Plastic Curry Cup with cover	lower-side diameter: 2" or above, upper-side diameter: 3" or aove, height: 3" or above	Disposable plastic curry cups with cover must be leak-proof, heat-resistant, and durable enough to securely hold hot liquids without spilling or deforming.	One year	Plastic packet of 100 pieces	Material: transparent plastic, capacity: 200ml or above, weight: 5g or above or as per sample		15000
8.	Water Glass	L: 8cm or above, dia: 7cm or above	Must be durable, clear, and safe for daily use, providing comfortable handling and resistance to chipping.	One year	Paperboard box of 06 pieces	Material: durable high-quality clear glass, capacity: 280ml or above, weight: 250g or above or as per sample		150
9.	Apron	dimension: 72cm or above x 73cm or above, one pocket at top: W: 4" or above x L: 6" or above	Must be durable, comfortable, and provide effective protection against spills, stains, or debris during various tasks or activities		Plastic packet of 12 units	Material: water-resistant polyester, Color: Black body with white piping, neck loop, waist ties, above or as per sample		60
10.	Stainless Steel Jug	dia: 10.5cm or above, L: 8.5" or above	Must be durable, corrosion-resistant, and safe for storing and pouring water while maintaining temperature and hygiene		NA	Material: Stainless steel, colour: silver, capacity: 1.8 liter or abovve, gauge: 16 or above, weight: 510g or above or as per sample		100

11.	Stainless Steel Tea Spoon	length: 5" or above	Must be durable, corrosion-resistant, and ergonomically designed for safe and comfortable use with hot beverages		Paperboard packet of 12 pieces	Material: stainless steel, finish: high grade mirror polish, weight: 30g or above or as per sample		400
12.	Ash Tray	T: 100mm or above x B: 75mm or abovex H: 32mm or above	Must be heat-resistant, easy to clean, and designed to safely contain ashes and cigarette butts without spillover		Paperboard packet of one unit	Material: Glass, Shape: Square, dimensions: T: 100 or above x B: 75 or above x H: 32 or above or as per sample		50
13.	Knife (Set of Three)	knives size: 5" or above, 7" or above & 11" or above	Must be sharp, durable, and ergonomically designed for safe and efficient cutting performance		Paperboard packet of 03 pieces	Material: blade (Stainless steel) plastic handle or as per sample		30
14.	Iron charcoal Pot / Charcoal Grill	dimensions: H: 8" or above, dia: 8" or above, handle length: 10cm or above	Must be heat-resistant, durable, and designed to safely contain and manage burning coal for efficient fuel use		NA	Material: Likely galvanized or stainless steel body, iron grill bars, Handles: Two side handles with wooden or heat-resistant grips, Air Vent/Door: Adjustable flap at the bottom for airflow control, Locks: Metal clasps or clips, dimensions: H: 8"-9", dia: 8"-9", handle length: 10-12cm, shape:		70

						round, weight: 1.7Kg or above or as per sample		
15.	Plates Malamine (Large+Medium+Small)	Diameter: 8", 9", 10", Height: 0.9-1 inches	Must be lightweight, durable, and heat-resistant, providing safe and reusable dishware for everyday use		NA	Material: Food-grade, 100% durable melamine, Finish: double-glazed or as per sample		200
16.	Water Bottle for Water Dispenser	neck size: 46mm or above, dia: 10" or above, height: 19" or above	Must be durable, leak-proof, and made from food-grade material to safely store and dispense drinking water		NA	Material: plastic, capacity: 18 liter or above, empty bottle weight: 600g or above or as per sample		50
17.	Dining Table Wooden Serving Set (set of 3)	Small (L) 37cm or above X (W) 25cm or above X (H) 4cm or above, Medium (L) 39cm or above X (W) 27cm or above X (H) 4cm or above, Large (L) 41cm or above X (W) 29cm or above X (H) 4cm or above	Must be durable, heat-resistant, and ergonomically designed for convenient, elegant serving and easy cleaning		Plastic packet of 03 pieces	Material: acacia wood or as per sample		20

18.	Tea Cup with saucer (pack of 6)	cup dia: 8cm or above, saucer dia: 14cm or above, cup height: 5cm or above	It shall provide safe, stable, and convenient serving of hot beverages		Paperboard packet of 6 pieces	Material: porcelain, capacity: 180ml or above or as per sample		200
19.	Dinner Plate (small, medium, large)	size: 20cm or above, 22cm or above, 25cm or above	It shall provide durable, heat-resistant, and stable surface for serving food, available in small, medium, and large sizes		NA	Material: porcelain or as per sample		200
20.	Steel Knife	overall Length: 8" or above, handle: 4" or above, blade: 4" or above	It shall provide sharp, durable, and corrosion-resistant cutting performance with a comfortable and safe grip		Paperboard packet of 12 pieces	Material: stainless steel, weight: 63g or above or as per sample		300
21.	Spoon Steel	L: 7.5" or above, W (bowl): 4cm or above, Handle W: 1.8cm or above	It shall provide durable, corrosion-resistant, and ergonomically designed functionality for safe and efficient food handling		Paperboard packet of 12 pieces	Material: stainless steel, weight: 50g or above or as per sample		600

22.	Fork steel	length: 18cm or above	It shall provide durable, corrosion-resistant, and ergonomically designed functionality for safe and efficient food handling		Paperboard packet of 12 pieces	Material: stainless steel, weight: 34g or above or as per sample		400
23.	Plastic Water Cooler	Capacity: 13 Ltr or above	It shall provide durable, insulated storage for safe drinking water, maintaining cool temperatures with leak-proof dispensing and easy portability		Plastic packet of one unit	Capacity: 13 Ltr or above, weight: 1.1kg or above, Material: High-density polyethylene (HDPE) with Thermo-Guard insulation or as per sample		80
24.	Plastic Water Cooler	Capacity: 28 or aboveLtr	It shall provide durable, insulated storage for safe drinking water, maintaining cool temperatures with leak-proof dispensing and easy portability		Plastic packet of one unit	Capacity: 28 Ltr or abobve, weight: 2.1kg or above, Material: High-density polyethylene (HDPE) with Thermo-Guard insulation or as per sample		80
25.	Wine Glass	-	-	-	-	Nova or equivalent (original)		100
26.	Glass Cover	-	-	-	-	As per sample available at CTD HQ		100
27.	Milk Pot	-	-	-	-	As per sample available at CTD HQ		60

28.	Sugar Pot	-	-	-	-	As per sample available at CTD HQ		60
29.	Biscuit Jar	-	-	-	-	As per sample available at CTD HQ		60
30.	Bread Cloth	-	-	-	-	As per sample available at CTD HQ		100
31.	Bowl for Sweet (Small + Medium + Large)	-	-	-	-	As per sample available at CTD HQ		30
32.	Local Tea Kettle (Chainak)	-	-	-	-	As per sample available at CTD HQ		30
33.	Salt Dispenser Set	-	-	-	-	As per sample available at CTD HQ		30
34.	Water Cooler Stainless Steel	-	-	-	-	Pearl or equivalent (original)		20
35.	Executive Cutlery Set	-	-	-	-	As per sample available at CTD HQ		20
36.	Water Set (8 Piece)	-	-	-	-	As per sample available at CTD HQ		30
37.	Table Mat	-	-	-	-	As per sample available at CTD HQ		200
38.	Head Cover for Langri (Packet)	-	-	-	-	As per sample available at CTD HQ		100
39.	Dinner Set (8 Person, for officers)	-	-	-	-	As per sample available at CTD HQ		10
40.	Sauce Pan with Strainer and Ladle (Pawa) for Tea	-	-	-	-	As per sample available at CTD HQ		10

Lot No. 17, Gardening, Pest-Control & Outdoor Utility Supplies

Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Ten. Qty
1.	Urea Fertilizer	50 kg	Must have high nitrogen content, uniform granule size, and good solubility for efficient nutrient release and soil absorption	Plastic bag of 50 kg	Type: Granular, moisture% by weight: 5%, nitrogen% by weight: 46%, free ammonia max: 150 ppm, crushing strength min: 2 kg, weight: 50 kg or FFC Sona or equivalent		30
2.	DAP Fertilizer	50 kg	Must provide balanced phosphorus and nitrogen content with high solubility for rapid nutrient availability and improved crop yield	Plastic bag of 50 kg	18% Nitrogen (N), 46% Phosphorus (P_2O_5), NPK Ratio: 18-46-00 or FFC Sona or equivalent		30
3.	Herbicide Spray	H: 24cm or above, dia: 8cm or above, cap dia: 4cm or above	Must deliver effective and targeted weed control, be safe for crops, and ensure even coverage with minimal environmental impact	Plastic bottle of one liter	Size: 900-1100 ml, Active Ingredient: Glyphosate 480SL, Mixing Ratio: 500ml per 20 liters of water, H: 24-cm, dia: 8-9cm, cap dia: 4-5cm Glyphosate or equivalent		100
4.	Germicide Spray	130ml or above	Must provide fast-acting, broad-spectrum antimicrobial effectiveness while being safe for surfaces and users	Plastic bottle of 150 ml	Composition: Clothianidin 200 gm/Ltr. (17.70% w/w) or Seedo or equivalent		100
5.	Anti-Termite Spray	H: 24cm or above, dia: 8cm or above, cap dia: 4.5cm or above	Must offer long-lasting protection, penetrate wood and soil effectively, and be safe for humans and pets	Plastic bottle of one liter	Size: 900ml or above, 2.5EC, chemical : FIPRONIL 2.5EC (W/V), H: 24-cm, dia: 8-9cm, cap dia: 4.5-5.5cm or Prevent or equivalent		200
6.	Dengue Spray	0.9 ltr or above	Must provide rapid knockdown and long-lasting	Plastic bottle of one liter	Size: 0.9 ltr or above, composition: 10% or 2.5%		200

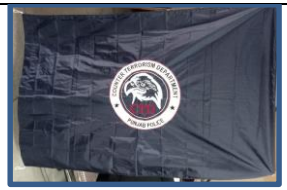
			control of mosquito vectors while being safe for humans and the environment		Lambda-cyhalothrin or Deltas Hot or equivalent		
7.	heavy Duty Rope (Rassa) with Cara (Feet)	Dia: 1.9" or above, length: 90' or above	Must offer high tensile strength, abrasion resistance, and secure grip for reliable lifting and towing applications		Material: jute or as per sample weight: 20kg or above		400
8.	Bush Cutter rope with Guta	Diameter: 2.7mm or above	Must be durable, abrasion-resistant, and securely fastened to ensure effective cutting performance and safety	Plastic packet of 500 gram	Material: plastic, weight: 490g or above or as per sample		30
9.	Insect Killer Spray	dimensions: L: 9" or above, dia: 5cm or above	It shall provide fast-acting, long-lasting elimination of flying and crawling insects with safe, easy, and residue-free application	Plastic bottle of 380 ml	Capacity: 350ml or above, packing: metal, strong shower system or Mortein or equivalent		800
10.	Anti-Mosquito Liquid Machine	machine dimensions: H: 3.5cm or above, W: 4.2cm or above, refil dimension: L:8cm or above, W: 3.8cm or above	It is engineered to deliver continuous indoor protection against mosquitoes, particularly those transmitting dengue and malaria, by emitting vaporized transfluthrin (0.08%) over an 8-hour period	Paperboard packet of one unit (machine & refill)	Ingredient: Transfluthrin 0.08%, Material: plastic, capacity: 23ml or above, screw cap or Mortein or equivalent		300
11.	Anti-Mosquito Liquid Refill bottle	dimension: L:8cm or above, W: 3.8cm or above	It is designed to release a continuous vapor of transfluthrin insecticide for up to 30 nights, providing	Paperboard packet of one unit	Material: plastic, screw cap or Mortein or equivalent		1000

			effective indoor mosquito protection				
12.	Anti-Mosquito Lotion	H: 9cm or above, W: 3cm or above	It delivers a fast-absorbing, non-greasy application that provides up to 8 hours of effective mosquito protection with skin-soothing benefits	Plastic bottle of 45 ml	Bottle material: plastic, size: 40ml or above, lotion composition: 10% DEET with Aloe Vera or Abbot Mospel or equivalent		1000
13.	Mosquito Racket	-	-	-	Sogo or equivalent (original)		50
14.	Tarpal (Sft)	-	-	-	As per sample available at CTD HQ		2000
15.	Greece for trees	-	-	-	As per sample available at CTD HQ		100

Lot No. 18, Ceremonial, Branded, Office & General Accessories

Sr. No.	Item Name	Physical measurements (±5% admissible)	Performance / functional requirements	Packaging	Specifications (colours & designs: as per requirements of procuring agency)	Picture	Ten. Qty
1.	Shields Steel with CTD Logo (large)	Plate Diameter: 12" or above, Plate Stand Height: 8" or above, Stand Width (base): 9" or above	Must ensure high structural strength, corrosion resistance, and clear, durable branding for reliable performance in construction applications.	Rigid harboad box covered with royal blue silk cloth	Material: Metal (stainless steel) with detailed embossed floral border design, Design: Ornate border with smooth center displaying the logo and inscription, Decorative metal plate and a foldable plastic stand, weight: 1.4kg or above or as per sample		100

2.	Shields Steel with CTD Logo (small)	Plate Diameter: 6" or above, Plate Stand Height: 3.5" or above, Stand Width (base): 4" or above	Must ensure high structural strength, corrosion resistance, and clear, durable branding for reliable performance in construction applications.	Rigid harboad box covered with royal blue silk cloth	Material: Metal (brass-coated) with engraved floral patterns , Design: Ornate floral and scrollwork border with a central printed logo and inscription, Metal plate and a matching stand, weight: 630g or above or as per sample		200
3.	Mug with CTD Logo	L: 3.5" or above, dia: 2.5" or above	Must be durable, heat-resistant, and feature a clearly printed, long-lasting logo for effective daily use and brand visibility	Paperboard box of one unit	Material: Melamine, capacity: 250ml or above, Ergonomic handle, printed with CTD logo, weight: 320g or above or as per sample		300
4.	Key Chain with CTD Logo	Keychain Total Length: 7cm or above, Keyring Diameter: 2.5cm or above, Emblem Diameter: 3cm or above	Must be lightweight, durable, and feature a clearly visible, long-lasting logo for everyday use and effective brand promotion	Paperboard box of one unit	Material: Zinc alloy or similar, weight: 30g or above or as per sample		300
5.	Official stamp	Width: 2.8" or above, height: 3.2" or above, Thickness: 1" or above, stamping area: 2.8 or above x 1.2" or above	Must produce clear, legible impressions and be durable for frequent use, ensuring authenticity and consistency in documentation	Paperboard packet of one unit	Body material: plastic, stamp material: Rubber, Type: self-inking, above or as per sample		50

6.	Souvenir	Height: 15" or above Diameter (Top Rim): 14" or above Base Width: 11" or above	Durable and elegantly designed large souvenir for commemorative display with high-quality finish and clear engraving.	Cardpaper packet (inside Styrofoam) packing of one unit	Material: ceramic with metallic gold and dark maroon finish Design Style: Baroque / Rococo style Color Scheme: Dark Maroon and Gold Finish: Glossy with intricate floral and scroll motifs Ornamentation: Detailed gold floral handles (stylized ram's head or foliage design) Gold leaf base with scrollwork Embossed decorative band around the body Basket-weave texture pattern on the upper body or as per sample		10
7.	Flag of Pakistan	dimensions: W: 3'-8" or above, L: 5'-7" or above	Must be made of durable, weather-resistant fabric with accurate colors and proportions to ensure respectful and lasting display	Plastic packet of one unit	Colours: Green, white, ratio: green (3/4) white (1/4) or as per sample		30
8.	Flag of CTD Punjab	dimensions: W: 4' or above, L: 6' or above	Must be durable, weather-resistant, and display the official emblem and colors clearly for proper identification and respect	Plastic packet of one unit	Colour: dark blue, with CTD monogram (ground as white, border as red, text as black) or as per sample		30
9.	Back Care Cushion	-	-	-	Master Moltyfoam or equivalent (original)		60
10.	Umbrella	-	-	-	Daewoo or equivalent (original)		100
11.	Mosque Caps	-	-	-	As per sample available at CTD HQ		150

12.	Coat Hanger	-	-	-	As per sample available at CTD HQ		30
13.	Floor Rest Stool	-	-	-	As per sample available at CTD HQ		50

Section-IV: Bid Data Sheet

The following specific data for the services/goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Section II. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

A. Introduction		
BDS Clause Number	**ITB Number**	**Amendments of, and Supplements to, Clauses in the Instruction to Bidders**
1	**2.1.1**	Name of Procuring Agency: **COUNTER TERRORISM DEPARTMENT, PUNJAB** The subject of procurement is: **As mentioned in Advertisement and Invitation to Bidders**
2	**2.1.2**	Financial year for the operations of the Procuring Agency: **[2026-27]** Name of Project/ Grant (Development or Non-Development): **[Non-*Development]*** Name of financing institution: Government of Punjab Name and identification number of the Contract: **[*N/A*]**
3	**2.1.3 (v)**	Maximum number of members in the joint venture, consortiumor association shall be: [*insert the number*]. J.V. form 8.2 should be followed. **(NOT APPLICABLE)**
4	**2.3.6 (iii)**	Demonstration of authorization by manufacturer: (if required in technical specification) form 8.3 should be followed.
B. Bidding Documents		
5	**2.2.2**	Any clarification on bidding document may be sought from the Procuring Agency through E-Procurement System or through written correspondance. In case it is necessary to approach the Procuring Agency physically, address of the Procuring Agency is as under: **SSP Admin CTD HQ, opposite Jallo Park, Lahore** **Primary Contact No.042-99250700-01** **Name: Mr. Nadeem Ahmad** **Designation: Asstt: Director Admin & Procurement** **Contact No. 042-99250700-01 (0300-4590765)** **Email ID:** procurement@ctd.gop.pk
6	**2.2.2**	Pre-Bid Meeting: **N/A**
7	**2.3.9**	The number of e-bid for each lot separately to be uploaded on e-Procurement Systesm in one original.
C. Bid Price, Currency, Language and Country of Origin		
8	**2.3.1**	*Language of the Bid:* **English.** In case any other language than English is used the pertinent translation attested by the embassy incountry of manufacturer into English shall be attached to the original version.

9	**2.3.4**	The price quoted shall be fixed in **PAK RUPEES** inclusive of all applicable taxes and duties, on DDP destination basis.
10	**2.1.4 (ii)**	Country of origin: *All eligible countries to do business in Pakistan by the law of Government of Pakistan.*
D. Preparation and Submission of Bids		
11	**2.1.3**	Eligibility / qualification criteria shall be followed as given in Bidding Document.
12	**2.3 & 2.4**	e-Bid shall be submitted/uploaded on e-Procurement System at the website ie.e. www. ep.punjab.gov.pk.
13	**2.4.2**	The deadline for E-Bid submission is: as given in advertisement/invitation to bids
14	**2.5.1**	Time, date/ Month/ Year, and place for Bid opening: as given in advertisement.
15	**2.6.2**	**Amount of Performance Guarantee is: 10% OF THE CONTRACT AMOUNT** ((an equivalent amount transferred online as per the procedure established in system (e-Procurement System) in collaboration with Bank of Punjab)
16	**2.3.7**	Amount of bid security is : 03% of estimated price of the tendered items/lots as described in the invitation to bids
17	**2.3.8**	Bid validity period after opening of the e-Bid is: 180 days **(extendable)**
18	**2.3.6 (v)**	**INSTRUCTION FOR SAMPLE SUBMISSION** Bidders shall submit technical Samples of all items (Except repair work) as mentioned in the Invitation to Bids or Section III—Technical Specifications. Samples shall be submitted separately for each relevant lot at the office of SSP/Admin, CTD Headquarters, opposite Jallo Park, Lahore, before the bid-submission deadline. Failure to submit a specifically required sample within the prescribed time may render the bid for the relevant lot non-responsive. The Procuring Agency may inspect or test the samples itself or through an authorized testing body. Any applicable testing charges shall be borne by the bidder. The Procuring Agency shall not be liable for any sample consumed or damaged during testing. For repair and maintenance service lots, submission of samples shall not be required. However, the Procuring Agency may require a demonstration or inspect the bidder's workshop, tools, equipment and technical facilities. In exceptional cases, it will be the sole discretion of the Procuring Agency SSP/Admn CTD HQ, Lahore, to grant extension/exemption in the period for depositing of samples, (on request of the firm/individual). Detailed Broucher/technical details of the offered goods/services must be provided / attached with the technical bids especially in case of non-depositing of sample.
E. Opening and Evaluation of Bids		
19	**2.5.1**	The e-bid opening shall take place at CTD HQ opposite Jallo Park, Lahore as mentioned in the Invitation to Bids.

20	**2.5.7**	The currency that shall be used for Bid evaluation is: ***PAK RUPEES***
F. Bid Evaluation Criteria: **Bidding Procedure: Single stage two envelope procedure** shall be applicable.		
Criteria for bid evaluation, lowest price offered by the technically qualified/ responsive pre-qualified bidder inclusive of all taxes if otherwise not provided.		
21	**2.5.5 & 2.5.8**	Criteria to Bid evaluation is presented below:

4.6.1. Eligibility / Evaluation Criteria: (Mandatory Requirements): The bidder must comply with the following mandatory requirements and provide the required documentation. Only compliant bidders shall be considered for next stage i.e. Evaluation Criteria.

Sr. #	Detail	Remarks
1.	Copy of Registration with Income Tax Authorities (National Tax Number NTN with active/operative status) – Registered for at least last **03 Years** from the date of bid submission**:**	**Mandatory** Required
	Copy of Active Registration with Sales Tax Authorities (STRN)	
	Copy of Professional Tax Certificate of Current Financial Year	
	Copy of Registration with Punjab Revenue Authority with active status for lots pertaining to the procurement of services	
	Affidavit (as per **form 8.6**) on non-judicial Stamp Paper of Rs. 100/- that (i) The bidder is not blacklisted by the Procuring Agency or PPRA Authority. (As described in clause 2.6.8 (ii) of SBD). (ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document found at any stage of the procurement process, the bidder shall be blacklisted as per Rules / Laws. (iii) The provided information is correct. (iv) The firm comply with all terms & conditions mentioned in the Bidding Documents. (v) The firm comply that its Bid is valid for 180 days after opening of the e-Bid.	
2.	Receipt of Bid Security. Bid Security should be submitted / transferred online as per the procedure established in system (e-Procurement System) in collaboration with Bank of Punjab.	**Mandatory** Required
3.	Business History of supplying similar nature items / services in last three (03) years.	**Mandatory** Required
4.	Last 03 financial years Tax returns	**Mandatory** Required
5.	Audited Financial Statements for the last three financial years. (Signed & stamped) alongwith copy of Bank statements respective years.	Mandatory Required
6.	Uploading of signed & stamped technical proposals/bid with signed & stamped complete bidding documents including all attachments (all type of appendices & statements and necessary documents) and financial proposal/bid on e-Procurement System	**Mandatory** Required
7.	Bidders shall submit technical Samples of all items (Except repair work) as mentioned in the Invitation to Bids or Section III— Technical Specifications. Samples shall be submitted separately for each relevant lot before the bid-submission deadline. Failure to submit a required sample may render the bid for that lot non-responsive.	**Mandatory** Required

	The Procuring Agency may inspect or test the samples itself or through an authorized testing body. Any testing charges shall be borne by the bidder, where applicable. The Procuring Agency shall not be liable for any sample consumed or damaged during testing. Brochures, technical literature, specifications, or an undertaking on the bidder's letterhead confirming compliance with departmental requirements shall be attached to the Technical Bid. For service-related lots, submission of samples shall not be required. However, the Procuring Agency may require a demonstration or inspect the bidder's workshop, tools, equipment, and technical facilities.	
8.	Compliance of Offered items/samples/seivces to the Advertised Specifications and approved samples of CTD (available at CTD HQ, can be seen by the bidder). In case of any difference between the specification and approved sample of CTD, preference will be given to the approved samples for evaluation purpose.	**Mandatory** Required

Note:
In case the Audit of the firm or returns for the last financial year 2025-26 are not completed. The documents for previous three years will be provided.

4.6.2. Evaluation Criteria

Sr. No.	Description	Marks	Total Marks
1	Bidder Profile & Experience		50
i.	**Bidder Profile** Minimum 03 years of operations from date of incorporation with relevant Government Authorities • E.g.: two (2) marks for one (1) year experience may be awarded. • Maximum marks may be awarded, if the firm has 05 years or more experience.	*10*	
ii.	**Relevant Experience** Similar supplies over last 05 years 1 Similar Supply/work = 05 marks 2 Similar Supply/work = 10 marks 3 Similar Supply/work = 15 marks 4 Similar Supply/work = 20 marks **Purchase orders / supply orders / completion certificates must be attached, otherwise, no marks shall be awarded.** ***Similar Nature of Project means supply of similar items / services to public sector organizations**	*20*	

iii.	**Value of Projects** Capital Cost of Similar projects / Supplies completed over last 05 years **Formula for marks:** If the capital cost of the related supply over last 05 years is: *[Est Cost*1]*= 2.5 marks *[Est Cost*2]*= 5 marks *[Est Cost*3]*= 7.5 marks *[Est Cost*4 or above]*= 10 marks **Purchase orders / supply orders / completion certificates of related projects, must be attached, otherwise, no marks shall be awarded.**	*10*	
iv.	**General Experience:** 5 work orders of General Experience with any Govt. Deparment / Organization or with the registered private companies; 20 million worth work / Supply orders will get 2 marks uptil 100 million projects maximum.	*10*	
2	**Financial Position**		
i.	**Annual Turnover (last 03 years)** **If the total annual turnover indicated in audited Statement of last three years is equal or above PKR: *[Est Cost*3.]* then maximum allocated marks may be awarded.** If total turnover during last three years is equal to estimated cost = 5 marks If total turnover during last three years is upto PKR *[Est Cost*2]*= 10 marks *[Est Cost*3]*= 15 marks Note: no marks shall be awarded if the firm has less annual turnover of last 03 financial years than estimated cost. **Audited statement of last three financial years must be attached.**	15	25
ii	**Bank Credit Limit/ Cash and Bank balance** Full marks will be given if ''Bank Credit Limit'', ''Cash and Bank Balance'' (as on 30.06.2026) jointly or severally is equal to or more than estimate of current purchase, full marks may be awarded. Otherwise, the marks may be awarded as: $\frac{\text{Closing Balance or Credit Limit x 10}}{\text{Estimate of Current Purchase}}$	10	
3.	**Human Resource**		
i.	**Total HR strength of firm / company (Payroll of June 2026 mandatory)** **Following criteria shall be followed:** $\frac{\text{Number of Employees x 15}}{15}$ **List of staff will be provided by bidder with necessary details (please attach payroll of June 2026 of employees as proof)**	15	20
ii.	**List of Staff** • Staff having Bachelor / Master's degree / relevant professional / vocational or Technical Certification / Qualification. • 01 mark for each technical staff.	05	

	Please attach CVs with documents of technical staff.		
4.	**Offices / infrastructure**	05	05
	e.g.: List of offices Number of offices of bidder = 2.5 mark for each office (maximum 5 marks) **Required details are as under:-** Years of office established on the same place shall be mentioned. In case of missing information, no mark may be awarded.		
		Total	**100**
Only the Bids securing minimum **65% marks** would be declared technically accepted. Moreover, laboratory test and or conformance to the specifications report is required for further stage. (If applicable and or required by Technical Evaluation Committee).			

4.7. Award of Contract

Sr. #	ITB Clause	Detail
1	2.6.5	Percentage for quantity increase or decrease is: FIFTEEN (15%) PERCENT
2	2.6.2	The Performance Guarantee shall be: 10% of the acceptance / contract amount
3	2.6.2	The Performance Security (or guarantee) shall be in the form of: Bank Guarantee or Call Deposit Receipt (an equivalent amount transferred online as per the procedure established in system (eProcurement System) in collaboration with Bank of Punjab)); Performance Guarantee must have a minimum validity period until the date of expiry of warranty period, support period or termination of services, or fulfillment of all obligations under the contract, whichever is later. The Contractor shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended.

Section-V: General Conditions of Contract

1.	Definition	In this Contract, the following terms shall be interpreted as indicated:- a. "The Contract" means the agreement entered into between the Procuring Agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein. b. "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations. c. "The Goods" means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Procuring Agency under the Contract. d. "The Services" means those services ancillary and related to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, maintenance & repair and other such obligations of the Supplier covered under the Contract. e. "GCC" means the General Conditions of Contract contained in this section. f. "SCC" means the Special Conditions of Contract. g. "The Procuring Agency" means the organization purchasing the Goods & Services, as named in SCC. h. "The Procuring Agency's country" is the country named in SCC. i. "The Supplier" means the Bidder or firm supplying the Goods and Services under this Contract. j. "The Project Site," where applicable, means the place or places named in SCC. k. "Day" means calendar day. l. "**e-bid**" means electronic bids (separate financial and technical) to be submitted by bidders on e-Procurement System .
2.	Application	These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.
3.	Country of origin (where applicable)	(i) All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules, as further elaborated in the SCC. (ii) For purposes of this Clause, "origin" means the place where the Goods were mined, grown, or produced, or from where the Services are supplied. Goods are

		produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product is obtained that is substantially different in basic characteristics or in purpose or utility from its components. (iii) The origin of Goods and Services is distinct from the nationality of the Supplier. In any case, the requirements of rules 10 & 26, PPR-14, shall be followed.
4.	Standards	The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.
5.	Use of Contract Documents and Information; Inspection and Audit by the procuring agency.	(i) The Supplier shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance. (ii) The Supplier shall not, without the Procuring Agency's prior written consent, make use of any document or information enumerated in GCC Clause 5.5.1 except for purposes of executing the Contract. (iii) Any document, other than the Contract itself, enumerated in GCC Clause 5.5.1 shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Supplier's performance under the Contract if so required by the Procuring Agency. (iv) The Supplier shall permit the Procuring Agency to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the donors, if so required by the donors.
6.	Patent Rights	The Supplier shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring Agency's country.
7.	Performance Guarantee	(i) The successful Bidder shall furnish performance guarantee within fifteen (15) days of issuance of the notification of Contract award or as mentioned in performance guarantee letter in the amount specified

		in SCC/Bid Data Sheet & clause 2.6.2 of ITB. (ii) The proceeds of the Performance Guarantee shall be payable to the Procuring Agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract. (iii) As per Rule-56 of PPR-14, the performance guarantee shall be denominated in the currency of the Contract acceptable to the Procuring Agency and shall be in one of the following forms:- a. an equivalent amount transferred online as per the procedure established in system (e-Procurement System) in collaboration with Bank of Punjab. b. Not used. (iv) The performance guarantee will be discharged by the Procuring Agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.
8.	Inspections and Tests	(i) The Procuring Agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring Agency requires and where they are to be conducted. The Procuring Agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives nominated for these purposes. (ii) The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s) (if so, allowed by the Procuring Agency), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Agency. (iii) Should any inspected or tested Goods fail to conform to the Specifications, the Procuring Agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring Agency. (iv) The Procuring Agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Procuring Agency's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring Agency or its representative prior to the Goods' shipment from the country of origin.

		(v) Nothing in GCC Clause 5.8 shall in any way release the Supplier from any warranty or other obligations under this Contract.
9.	Packing	(i) The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit. (ii) The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Procuring Agency.
10.	Delivery and documents Framework Modality	(i) Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC. (ii) Upon delivery, the Procuring Agency shall give receiving certificate to the supplier with the statement that, "completion certificate along with satisfactory report shall be issued after due Inspection as per clause-8 of GCC, which will enable the supplier to put up the bill". (iii) For purposes of the Contract, DDP trade term used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of Incoterms (iv) Documents to be submitted by the Supplier are specified in SCC.
11.	Insurance	The Services/Goods supplied under the Contract shall be delivered **on DDP Destination Basis** under which risk is transferred to the buyer after having been delivered, hence **Insurance** is sellers' responsibility.
12.	Transportation	The Supplier is required under the Contract to transport the Services/Goods to a specified place of destination within the Procuring Agency's country, including freight, insurance, and storage, as shall be specified in the Contract, and related costs shall be included in the Contract Price.
13.	Incidental Services	(i) The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:-

		a. satisfactory performance for specified time/ quantity on- site and/or supervision of on-site assembly and/or start-up of the supplied Services/Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied services/Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and e. training of the Procuring Agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. (ii) Prices charged by the Supplier for incidental services shall be included in the Contract Price for the Goods and shall not exceed:- a. the prevailing rates charged for other parties by the Supplier for similar services; and b. original price of goods.
14.	Spare Parts	As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:- a. such spare parts as the Procuring Agency may choose to purchase from the Supplier, provided that this choice shall not relieve the Supplier of any warranty obligations under the Contract; and b. in the event of termination of production of the spare parts: • advance notification to the Procuring Agency of the pending termination, in sufficient time to permit the Procuring Agency to procure needed requirements; and • Following such termination, furnishing at no cost to the Procuring Agency, the blueprints, drawings, and specifications of the spare parts, if requested.
15.	Warranty	(i) The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models selected by the Procuring Agency, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the

		Procuring Agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination. (ii) This warranty shall remain valid **as required in Section – III"Technical Specifications"** after the Services/Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or **as required in Section – III "Technical Specifications"** after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC. (iii) The Procuring Agency shall promptly notify the Supplier in writing of any claims arising under this warranty. (iv) Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring Agency. (v) If the Supplier, having been notified, fails to rectify the defect(s) within the period specified in SCC, within a reasonable period, the Procuring Agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring Agency may have against the Supplier under the Contract/relevant provision of PPR-14 including Blacklisting. (vi) This warranty shall remain valid for at least twelve (12) months after supply of goods/items/services or after consumption of goods (if otherwise not provided in the bidding documents/contract) to and accepted at the final destination.
16.	Payment	(i) The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC. (ii) The Supplier's request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 5.10, and upon fulfillment of other obligations stipulated in the Contract. (iii) As per rule-62 of PPR-14, payments shall be made promptly by the Procuring Agency, but in no case later than thirty (30) days after submission of an invoice or claim by the Supplier, provided the work is satisfactory. (iv) The currency of payment is ***PAK RUPEES***. (v) The successful bidder shall be paid by CTD against invoice for the Services/goods delivered/completed

		satisfactorily to the CTD in Framework Contract, payment shall be made against each Purchase order after the satisfaction of CTD
17.	Prices	Prices charged by the Supplier for Services/Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its Bid, with the exception of any price adjustments authorized in SCC.
18.	Change Order	(i) The Procuring Agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 5.31, make changes within the general scope of the Contract, only if required for the successful completion of the job, in any one or more of the following:- a. drawings, designs, or specifications, where Services/Goods to be furnished under the Contract are to be specifically manufactured for the Procuring Agency; b. the method of shipment or packing; c. the place of delivery; and/or d. the Services to be provided by the Supplier. (ii) If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring Agency's change order. But, in no case, the overall impact of the change should exceed 15% of the contract cost and no provisions of PPR-14 should be violated.
19.	Contract Amendments	Subject to GCC Clause 5.18, no variation in or modification of the terms of the Contract shall be made except by the mutual consent through written amendment signed by the parties. No variation in finalized brands/ makes/models shall be allowed except in special conditions where the manufacturer has stopped producing or suspended that model or the latest model of similar series or version has been launched by the manufacturer or non-availability due to international mergers of the manufacturers or similar unavoidable constraints.
20.	Assignment	The Supplier shall not assign the whole of contract to anybody else. However, some parts of contract or its obligations may be assigned to sub-contractors with the prior written approval of the procuring agency.
21.	Sub-contracts	(i) The Supplier shall notify the Procuring Agency in the Bid of all subcontracts to be assigned under this Contract. Such notification, in the original Bid or later, shall not relieve the Supplier from any liability or

		obligation under the Contract. (ii) Subcontracts must comply with the provisions of GCC Clause 5.20.
22.	Delays in the Supplier's Performance	(i) Delivery of the Services/Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency in the Schedule of Requirements. (ii) If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Services/Goods and performance of Services, the Supplier shall promptly notify the Procuring Agency in writing of the fact of the delay, Its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract. (iii) Except as provided under GCC Clause 5.25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 5.22.2 without the imposition of liquidated damages.
23.	Liquidated Damages	Subject to GCC Clause 5.25, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to GCC Clause 24 along with other remedies available under PPR-14.
24.	Termination for Default	(i) The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:- a. if the Supplier fails to deliver any or all of the Services/Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 5.22; b. if the Supplier fails to perform any other

		obligation(s) underthe Contract; or c. if the Supplier, in the judgment of the Procuring Agency has engaged in corrupt practices in competing for or in executing the Contract. For the purpose of this clause, corrupt practices will be defined as per Section-2 (d) of The PPRA Act, 2009. "Corrupt practices" in respect of procurement process, shall beas given in S-2 (d) of PPRA, Act, 2009: d. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (priorto or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of thebenefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:- 1. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the propertyof the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party; 2. collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain; 3. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain; 4. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation; 5. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution

		of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process (ii) In the event the Procuring Agency terminates the Contract in whole or in part, pursuant to GCC Clause 5.24.1, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring Agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.
25.	Force Majeure	(i) Notwithstanding the provisions of GCC Clauses 5.22, 5.23, and 5.24, the Supplier shall not be liable for forfeiture of its Performance Guarantee, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. (ii) For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. Both, the Procuring Agency and the Supplier, may agree to exclude certain widespread conditions e.g: epidemics, pandemics, quarantine restrictions etc. from the purview of "Force Majeure". (iii) If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. Any difference of opinion concerning "Force Majeure"may be decided through means given herein below.

26.	Termination for Insolvency	The Procuring Agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency.
27.	Termination for Convenience	(i) The Procuring Agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective. (ii) The Goods that are complete and ready for shipment (if applicable) within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring Agency on the Contract terms and prices. For the remaining Goods, the Procuring Agency may choose:- a. to have any portion completed and delivered at the Contract terms and prices; and/or b. to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.
28.	Resolution of Disputes	(i) After signing the contract or issuance of purchase order, The Procuring Agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract. (ii) If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or arbitration as per rule 68 of PPR-14 and in accordance with Arbitration Act-1940.
29.	Governing Language	The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.
30.	Applicable Law	The Contract shall be interpreted in accordance with the

		laws of Punjab (Pakistan) unless otherwise specified in SCC.
31.	Notices	(i) Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by any information technology mean for the time being in use and acceptable in ordinary course of business to the other party's address specified in SCC. (ii) A notice shall be effective when delivered or on the notice's effective date, whichever is later.
32.	Taxes and Duties	Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods & Services to the Procuring Agency. In case of imposition of new taxes/duties or concession thereof after the deadlines for the submission of bids the effect thereof shall be borne or availed by the procuring agency as the case may be.
33.	Framework Contract Period	The Contract Period of this procurement shall be as per contract signed between the Procuring Agency and bidder starting from the date of issuance of notification of award, delivery, installation & commissioning of all Goods, till end of warranty period. Subsequent to the issuance of Letter of Intent (LOI)/ Notification of Award, Purchase Orders may be issued by the Procuring Agency under the Framework Contract [as the case may be].

Section-VI. Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1.	Definitions (GCC Clause 5.1)	(i) GCC 5.1(g)—The Procuring Agency is: **CTD HQ, opposite Jallo Park, Lahore** (ii) GCC 5.1(h)—The Procuring Agency's country is: **PAKISTAN** (iii) GCC 5.1(i)—The Supplier is: **to be filled by the contractor**
2.	Country of Origin (GCC Clause 5.3)	[All countries and territories as indicated in Section IV, BDS, of the Bidding documents, if specified]
3.	Performance Guarantee (GCC Clause 5.7)	*(i)* GCC 5.7.1—As per rule 56 of PPR-14, the amount of Performance Guarantee, as a percentage of the Contract Price, shall be: 10% OF THE CONTRACT AMOUNT (an equivalent amount transferred online as per the procedure established in system (eProcurement System) in collaboration with Bank of Punjab.) *(ii)* GCC 5.7.4—the Performance Guarantee shall be retained for to cover the Supplier's warranty obligations or defect liability period in accordance with Clause GCC 5.15.2
4.	Inspections and Tests (GCC Clause 5.8)	GCC 5.8.6—Inspection and tests prior to shipment of Goods and at final acceptance are as per satisfaction of procuring agency. Physical inspection as per specifications at the time of delivery or bid submission in case samples are required and the samples/ delivered goods may be sent to any lab for its/ their test at the cost of the bidder/ contractor. Procuring Agency at any time during the contract period or within the warranty period may sent the received goods to any lab at the cost of the contractor/ bidder, if and when deems appropriate or receive any complaint about the validity/ genuineness of the received/ in use goods.
5.	Packing (GCC Clause 5.9)	GCC 5.9.2—[Where applicable, the Contractor must provide proper and adequate packaging in accordance with best commercial practice, to ensure that the Goods delivered to CTD will be free of damage. Packaging must be adequate to allow for rough handling during transit, exposure to extreme temperatures, salt and precipitation during transit and open storage, with consideration for the type of Goods and transportation mode. CTD reserves the right to reject any delivery that is deemed not to have been packaged adequately. Packing, marking and

		documentation (where required) shall comply with any requirements or instructions notified by CTD.
6.	Delivery and Documents as per GCC Clause 5.10	GCC 5.10.3—upon shipment, the Supplier shall notify the Procuring Agency the full detailsof the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the Procuring Agency, if required:- (i) copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount; (ii) original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods; (iii) copies of the packing list identifying contents of each package; (iv) insurance certificate (Where Applicable); (v) Manufacturer's or Supplier's warranty certificate; (vi) Where applicable (Pre shipment/ port/ Procuring Agency Delivery site, inspection certificate), issued by the Procuring Agency nominated inspection agency, and the Supplier's factory inspection report (Inspection type depends on the nature of procurement and volume of procurement); and (vii) Certificate of origin
7.	Insurance as per GCC Clause 5.11	GCC 5.11.1— The Goods supplied under the Contract shall be **delivered duty paid (DDP)** under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers' responsibility. Since the Insurance is sellers' responsibility, they may arrange appropriate coverage.
8.	Incidental Services as per GCC Clause 5.13	(i) GCC 5.13.1—The Supplier may be required to provide any or all of the following services, including additional services, if required:- a. satisfactory performance for specified time/ quantity on- site and/or supervision of on-site assembly and/or start-upof the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty

		obligations under this Contract; and e. training of the Procuring Agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. (ii) Prices charged by the Supplier for incidental services shall beincluded in the Contract Price for the Goods and shall not exceed:- a. the prevailing rates charged for other parties by the Supplierfor similar services; and b. original price of goods.
9.	Spare Parts as per GCC Clause 5.14 (If required)	GCC 5.14.1—Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods. Other spare parts and components shall be supplied as promptly as possible, but in any case, within six (6) months of placing the order and opening the letter of credit.
10.	Warranty	**(GCC Clause 5.15)** *as per technical specifications*
11.	Warranty period and modification	GCC 5.15.2—In partial modification of the provisions, the warranty period shall be **as required in Section – III "Technical Specifications"** from date of acceptance/satisfactory installation of the Goods or **as required in Section – III "Technical Specifications"** from the date of shipment (if applicable), whichever occurs earlier. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:- a. make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4, or b. pay liquidated damages to the Procuring Agency in case of failure to meet the contractual guarantees. The rate of these liquidated damages shall be (one-half (0.5) percent per week). GCC 5.15.4 & 5.15.5—The period for correction of defects in the warranty period is:- a. Free, on-site repair / replacement of defective / damaged parts and labor, as agreed by procuring agency and supplier. b. On site Replacement of such defective / damaged Goods will be provided, if repair of such Goods involves a durations as agreed by procuring agency and supplier. GCC 5.16.1—The method and conditions of payment to

		be made to the Supplier under this Contract shall be as follows:- **Payment for Goods supplied:** *as per rule-62 of PPR-14* Payment may be made in **Pak. Rupees** in the following manner:- a. Treasury Cheque, or b. Cross Cheque
12.	Prices (GCC Clause 5.17)	GCC 5.17.1—Prices shall be fixed and shall not be adjusted.
13.	Liquidated Damages (GCC Clause 5.23)	(i) GCC 5.23.1—Applicable rate: **one-half (0.5) percent per week** (ii) Maximum deduction: **ten (10) percent of the Contract Price**
14.	Resolution of Disputes (GCC Clause 5.28)	GCC 5.28.2—The dispute resolution mechanism to be applied pursuant to GCC Clause 5.28.2 shall be as follows:- As per rule-68 of PPR-14, in the case of a dispute between the Procuring Agency and theSupplier, the dispute shall be referred for arbitration in accordance with the Arbitration Act 1940.
15.	Governing Language (GCC Clause 5.29)	GCC 5.29.1—The Governing Language shall be: **ENGLISH**
16.	Applicable Law (GCC Clause 5.30)	GCC 5.30.1-The Contract shall be interpreted in accordance with the laws applicable in thejurisdiction of the province of Punjab (Pakistan):
17.	Notices (GCC Clause 5.31)	(i) GCC 5.31.1—Procuring Agency's address for notice purposes: CTD HQ, opposite Jallo Park, Lahore (ii) Supplier's address for notice purposes: (to be filled by the contractor)
18.	Confidentiality	All information which comes into the Contractor's possession or knowledge in connection with this Contract is to be treated as strictly confidential. The Contractor should not communicate such information to any third party without the prior written approval of CTD. The Contractor shall comply with CTD Data Protection guidelines/ rules/ polices in the event that it collects, receives, uses, transfers or stores any personal data in the performance of this Contract. These obligations shall survive the expiration or termination of this Contract and till further as CTD will direct.
19.	Status of CTD	Nothing in this Contract affects the privileges and immunities enjoyed by CTD as an intergovernmental organization. The Contractor remains bound and liable there under and it shall be directly responsible to CTD for any faulty performance under the subcontract if allowed by CTD in writing.
20.	Independent Contractor	The Contractor shall provide the services/goods/items under this Contract as an independent contractor and not as an employee, partner, or agent of CTD.
21.	Final Clauses	This Contract will commence upon signature by both

		Parties if otherwise contrary not provided in the Contract or anywhere and shall remain enforced until completion of all obligations of the Parties under this Contract subject to completion certificate by the Procuring Agency

Section-VII. Schedule of Requirements

The successful bidder shall provide the required repair and maintenance, spare parts and lubricants against Purchase Orders/Work Orders issued under the Framework Contract.

The completion period shall be specified in each Purchase Order/Work Order and shall normally be between fifteen (15) and thirty (30) days, depending upon the nature of the requirement.

No repair or supply shall commence without written approval of the Procuring Agency. Any delay shall be subject to penalties under the bidding documents and contract.

Section-VIII: Sample Forms

Notes on the Sample Forms

1. The Bidder shall complete and submit with its e-Bid the **Bid Form** and **Price Schedules** pursuant to ITB Clause 2.2.3 & 2.3.4 and in accordance with the requirements included in the Bidding documents.
2. When requested in the Bid Data Sheet, the Bidder should provide the **Bid Security**, either in the form included hereafter or in another form acceptable to the Procuring Agency, pursuant to ITB Clause 2.3.8.
3. The **Contract Form**, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted Bid resulting from price corrections pursuant to ITB Clause 2.5.6 and GCC Clause 5.17, acceptable deviations e.g., payment schedule pursuant to GCC 5.16, spare parts pursuant to ITB Clause 2.3.6 & 2.3.7, or quantity variations pursuant to ITB Clause 2.6.5. The Price Schedule and Schedule of Requirements, deemed to form part of the contract, should be modified accordingly.
4. The **Performance Guarantee** and **Bank Guarantee for Advance Payment (if applicable)** forms should not be completed by the Bidders at the time of their Bid preparation. Only the successful bidder will be required to provide Performance Guarantee and bank guarantee for advance payment in accordance with one of the forms indicated herein or in another form acceptable to the Procuring Agency and pursuant to GCC Clause 5.7.3 and SCC 6.10, respectively.
5. The **Manufacturer's Authorization** form should be completed by the Manufacturer, as appropriate, pursuant to ITB Clause 2.3.6(iii). (if applicable)

8.1- Bid Form

- To be reproduced on the letter head, signed & stamped by the Bidder.
- Bid Security should be submitted / transferred online as per the procedure established in system (e-Procurement System) in collaboration with Bank of Punjab)

Date: _____

To: [name and address of Procuring Agency]

Gentlemen and/or Ladies:

Having examined the Bidding documents including Addenda Nos. *[insert numbers],* the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said Bidding documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the services/goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to 10% of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring Agency.

We agree to a Bid by this Bid for a period of *[number]* days from the date fixed to Bid opening under Clause 2.3.9 of the Instructions to Bidders, and it shall remain binding upon usand may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed *(if required)*, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

[In case of single stage one envelope bidding procedure]

The Composition of our Bid is**:**

a) Complete bidding document (without filling) signed and stamped by the bidder

b) all the forms relevant to the technical and financial bids (clearly indicated on each form)

c) All the required documents establishing eligibility of bidders/goods shall be made part of the bid.

d) Any other document required by the procuring agency not inconsistent with PPR-

14.

[In case of single stage two envelope bidding procedure]

The Composition of our bid consists on separate Technical and financial bids, detail of which is as follows:

Technical bid includes the following:-

a) Complete bidding document (without filling) signed and stamped by the bidder

b) All the forms relevant to the technical bid, to be reproduced on the letter head of the bidder as indicated on each individual form.

c) Copy of bid security form and Bid Security submitted online valid for 180 days (extendable), beyond the validity of Bid in the manner as prescribed on the bid security form **8.10**.

d) Any other document required by the procuring agency not inconsistent with PPR-14.

Financial bid includes the following: -

a) Original Bid form (as per **form 8.1 of** Bidding documents) on letter head of the firm, duly signed and stamped.

b) Price schedule / financial form (as per **form 8.10**) to be reproduced on the letter head of the bidder duly signed and stamped.

c) Original Bid security form (as per **form 8.11**) & Bid Security submitted online valid for 180 days (extendable), beyond the validity of Bid.

d) Any other document required by the procuring agency not inconsistent with PPR-14.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of service provider	Amount and Currency
_____	_____
_____	_____

(if none, state "none")

We understand that you are not bound to accept the lowest or any Bid you may

receive. Dated this__day of 20____.

_____ _____

[signature] *[in the capacity of]*

Duly authorized to sign Bid for and on behalf of _

_____

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:-

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state "none")

We understand that you are not bound to accept the lowest or any Bid you may

receive. Dated this__day of 20____.

_____ _____

[signature] *[in the capacity of]*

Duly authorized to sign Bid for and on behalf of _____

8.2 Bidder's JV Members Information Form (Not applicable)

{To be reproduced and signed & stamped by the lead partner and all JV members on their letter Pad, to be attached with Technical Bid in addition to the JV agreement}

{The Bidder shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Bidder and for each member of a Joint Venture}.
Date: *[insert date (as day, month and year) of Bid submission*]
RFB No.: *[insert number of RFB process]*
Alternative No.: *[insert identification No if this is a Bid for an alternative]*

Page _____ of_ _____ pages

1. Bidder's Name: *[insert Bidder's legal name]*
2. Bidder's JV Member's name: *[insert JV's Member legal name]*
3. Bidder's JV Member's country of registration: *[insert JV's Member country of registration]*
4. Bidder's JV Member's year of registration: *[insert JV's Member year of registration]*
5. Bidder's JV Member's legal address in country of registration: *[insert JV's Member legal address in country of registration]*
6. Bidder's JV Member's authorized representative information Name: *[insert name of JV's Member authorized representative]* Address: *[insert address of JV's Member authorized representative]* Telephone/Fax numbers: *[insert telephone/fax numbers of JV's Member authorized representative]* Email Address: *[insert email address of JV's Member authorized representative]*
7. Attached are copies of original documents of *[check the box(es) of the attached original documents]* ☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITB 4.4. ☐ In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Purchaser, in accordance with ITB 4.6. 8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

8.3- Manufacturer's Authorization Form (if applicable)

[To be signed and stamped by the Bidder and to be attached with Technical Bid]

[See Clause 2.3.6 (iii) of the Instructions to Bidders.]

To: *[name of the Procuring Agency]*

WHEREAS *[name of the Manufacturer],* who are established and reputable manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Agent]* to submit a Bid, and subsequently negotiate and sign the Contract with you against for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of Contract for the services/goods offered for supply by the above firm against this Invitation to Bids.

_____

[Signature for and on behalf of Manufacturer]

Note:

a. *This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its Bid.*
b. *This letter of authority is provided as a sample. However, the bidders can amend, as appropriate, to serve the purpose of required authorization as per the evaluation criteria in the Bidding Document.*

8.4 Bidder's Profile Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

Sr.#	Particulars
1.	Name of the company:
2.	**Registered Office:**
Address:	
Office Telephone Number:	
Fax Number:	
3.	**Contact Person:**
Name:	
Personal Telephone Number:	
Email Address:	
4.	**Local office if any:**
Address:	
Office Telephone Number:	
Fax Number:	
5.	**Registration Details:**

a. Financial Statement Attachment/Income Tax Returns (Last 03 years)

b. Details of Experience (Last 03 Years)

(i)	**Similar Project (Agency/Department)**	**Item Name**
(ii)	**Value of total Projects/Tenders/Pos**	**Amount**

c. Staff Detail and last month Payroll

8.5- General Information Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attachedwith Technical Bid]

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

8.6 Affidavit

[To be printed on PKR 100 Stamp Paper, duly attested by oath commissioner. To be attached with Technical Bid]

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 *[name of Procuring Agency]* 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 *[name of Procuring Agency]*. The undersigned further affirms on behalf of the firm that:

(i) The bidder is not blacklisted by the Procuring Agency or PPRA Authority. (As described in clause 2.6.8 (ii) of SBD).
(ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document found at any stage of the procurement process, the bidder shall be blacklisted as per Rules / Laws.
(iii) The provided information is correct.
(iv) The firm comply with all terms & conditions mentioned in the Bidding Documents.
(v) The firm comply that its Bid is valid for 180 days after opening of the e-Bid.*[Name of the Contractor/ Bidder/ Supplier]* undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____

8.7- Performance Guarantee Form

To, *[name and address of the Procuring Agency]*

WHEREAS (Name of the Contractor / Supplier) _____ hereinafter called "the Contractor" has undertaken, in pursuance of **"**INVITATION TO BID FOR THE **"PROVISION OF**_____**"**procurement of the 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 (online through e-procurement system / Bank of the Punjab) 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_____, 20_____, or_____[insert number of days] after the rectification of the Defects, whichever is later.

[NAME OF GUARANTOR]

Signature_____

Name_____

Title_____

Address_____

Seal_____

Date_____

8.8- Technical Bid Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

Lot No. _____ Description of Lot:_____

Sr. No.	Item name	Brand name with Country of Manufacturer	Make & model	Quantity	Country of Origin	Specifications dimensions etc.

Stamp & Signature of Bidder _____

8.9- Contract Form

THIS AGREEMENT made on the _____ day of_____2026 between *[name of Procuring Agency]* of *[country of Procuring Agency]* (hereinafter called "the Procuring Agency") on the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called "the Supplier") on theother part:

WHEREAS the Procuring Agency invited Bids for certain services/goods and ancillary services, viz., *[brief description of goods and services]* and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called "the Contract Price").

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 Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

(a) the Bid Form and the Price Schedule submitted by the Bidder;
(b) the Schedule of Requirements;
(c) the Technical Specifications;
(d) the General Conditions of Contract;
(e) the Special Conditions of Contract; and
(f) the Procuring Agency's Notification of Award.
(g) Contract agreement
(h) Complete Bidding document
(i) Purchase Order

3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the goods and services and to rectify defects therein in conformity with all respects in accordance with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the rectification of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year mentioned above.

Signed, sealed, delivered by_____the_____(for the Procuring Agency)
Signed, sealed, delivered by_____the _____(for the Supplier)

8.10 - Financial Bid Form / Price Schedule
On frame work contract basis

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid]

Lot No. _____ Description of Lot:_____

Sr. No.	Item name	Specifications/ dimensions	Country of Origin	Brand name, make & model	Unit price (inclusive of all taxes & duties etc.)	Quantity	Total price (inclusive of all taxes & duties etc.)
Total price in figures of Lot							
Total price in words of Lot							

Total Bid value (against which a Bid shall be evaluated) in figure.
Total Bid value (against which a Bid shall be evaluated) in words.

Total Bid value (against which a Bid shall be evaluated) in figure. Total Bid value (against which a Bid shall be evaluated) in words.

Note:

(i) In case of difference between unit price and total price, unit price shall "prevail" and total price shall be finalized accordingly. (Please refer ITB clause 2.5.6).

(ii) In case of difference between amount in "words" and amount in "figures", amount in"words" shall be considered final.

(iii) A bid not compliant to the taxes (as notified by the government) or excluding applicable taxes and duties shall straight away be rejected.

(iv) Bids shall be evaluated separately for each lot/package on the basis of the cumulative total quoted price of all items included in that lot/package. The lowest evaluated responsive bidder for each lot/package shall be considered for award. Failure to quote any item within a lot/package shall render the bid for that lot/package non-responsive.

Stamp & Signature of Bidder _____

Form Nos. 8.1 & 8.11 duly filled & signed / stamped shall be attached the Financial Bid

8.11 - Bid Security Form

To be signed & stamped by the Bidder and reproduced on the letter head.
To be attachedwith Financial Bid

We, (Name of bidder) (hereinafter called "the Bidder"), certify that we have submitted our Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the services/goods]* (hereinafter called "the Bid").

This guarantee will remain in force up to and including thirty (30) days after the period of Bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

_____

[Signature of the Bidder or its authorized representative]

8.12 Integrity Pact

(For each Lot separately)

To be signed by the awardee

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS. 10.00 MILLION OR MORE

Contract No._____Dated _____ Contract Value: _____

Contract Title: _____

…….. [Name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of the Punjab (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

Name of Employer: ……	Name of Contractor: ……
Signature: ……..	Signature: ……
[Seal]	[Seal]

Section-IX- Check List

[To be signed and stamped and presented on Bidder's letter head pad]

The provision of this checklist is essential prerequisite along with submission of tenders (withtechnical proposal).

Sr. #	Detail	Responsive	Non-responsive
1	Bid Security: The required Bid Security has been submitted/transferred online through the e-Procurement System in accordance with the procedure established in collaboration with the Bank of Punjab.		
2	The bidder possesses valid and active registrations for National Tax Number (NTN), General Sales Tax (GST) and Punjab Revenue Authority (PRA), where applicable, and is an active taxpayer. Copies of valid registration certificates/evidence have been attached.		
3	The bidder has accepted the Scope of Services/Terms of Reference and all terms and conditions of the bidding document. An undertaking on the bidder's letterhead and a duly signed and stamped copy of the bidding document have been submitted.		
4	Affidavit—Form 8.6: An affidavit on non-judicial stamp paper of PKR 100, duly attested by an Oath Commissioner, has been submitted		
5	Bid Form—Form 8.1: Duly completed, signed and stamped by the bidder and submitted on its letterhead.		
6	Technical Bid Form—Form 8.8: Duly completed, signed and stamped by the bidder and submitted on its letterhead.		
7	Financial Bid/Price Schedule—Form 8.10: Duly completed, signed and stamped by the bidder and submitted on its letterhead.		
8	Bid Security Form—Form 8.11: Duly completed, signed and stamped by the bidder, where required under the online Bid Security procedure. Evidence/system-generated confirmation of online Bid Security submission has also been provided.		
9	General Information Form—Form 8.5: Duly completed, signed and stamped by the bidder and submitted on its letterhead.		
10	Bidder's Profile Form—Form 8.4: Duly completed, signed and stamped by the bidder and submitted on its letterhead.		
11	Copies of contracts, work orders, purchase orders and satisfactory completion certificates relating to the bidder's relevant experience during the last five (05) years have been submitted.		
12	Audited financial statements and Income Tax/Sales Tax returns for the latest three completed financial years have been submitted.		
13	All required documents have been uploaded on the e-Procurement System before the prescribed closing date and time.		

Stamp & Signature of Bidder _____

ANNEXURE – A: Purchase Order

From: The Additional Inspector General of Police,
CTD, Punjab, Lahore.

To M/S _____,
_____,
_____.

No. / Dated Lahore, the: /2026.

Subject: - **PURCHASE ORDER FOR ---------- ITEMS.**

Please refer to the subject cited above and your financial bid for the _____ items opened on _____ for financial year 2026-27.

2. Rate offered by your firm has been approved for the purchase of _____ by the Bid Opening Committee of CTD HQ, Lahore.

3. Please provide the following _____ items at _____, CTD Offices as per SLA/service commencement order after receiving of this work / supply order:-

Sr. #	Name of items	Specifications	Rate per unit	Qty	Amount
1					
Total amount					

4. It may please be ensured that all the _____ items should be according to specifications / samples. If any item of the work / supply is not according to the specifications / samples, the same will not be accepted and the bill thereof will also not be entertained.

5. You are also directed to furnish 10% of the performance guarantee of total amount of the bill as per PPRA Rules 2014, Section 56, Chapter VIII after receiving the supply / purchase order, please.

SSP/Admin,
for Addl. Inspector General of Police,
C.T.D Punjab, Lahore.

OFFICE OF THE
ADDL: INSPECTOR GENERAL OF POLICE

COUNTER TERRORISM DEPARTMENT
PUNJAB, LAHORE

ii. Purchase Order / Commitment Form

To: **M/S _____,**
_____,
_____.

DDO Name:	SP/Admn, For Addl: IGP, CTD Punjab, Lahore	Purchase Order No. /CTD/L&P-I Dated:	
1 DDO Reference No.	LO-4071		
2 Division / Department	CTD Punjab		

3	Contractor's reference	----------			
4	Contractor's Sales Tax No.	----------			
5	Indenter's Name & Address	----------			
6	Indenter's Indent No. & Date	----------			
7	Particulars of Stores				
ITEM	**DESCRIPTION OF STORES SPECIFICATIONS**		**QUANTITY (IN UNITS)**	**RATE PER UNIT IN RS.**	**TOTAL VALUE IN RS.**
	----------		----------	**----------** (including all taxes whatsoever)	_____ **(Rs. ____ only)**
8	Name and Address of Consignee	SSP/Admn, CTD HQ, Lahore, on behalf of the Addl: Inspector General of Police, CTD Punjab, Lahore			
9	Dispatch Instructions	Free delivery to consignee's end			
10	Inspection Authority	Inspection Committee, CTD HQ, Lahore			
11	Technical Officer	SSP/Technical, CTD HQ, Lahore			
12	Packing & Marking	--			
13	Delivery Schedule	---------- or earlier			
14	Place of Delivery	CTD HQ, opposite Jallo Park, Lahore			
15	Payment	100% Payment will be made through A.G. Punjab (Supply Section) Lahore on prescribed bill form against Inspection / receipt Certificate.			
16	Part Payment / Part Supply	Allowed.			
17	Warranty	----------			

18 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 numbers. 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 for inspection.
f. The contractor shall return within 3 days the receipt of the contract on the enclosed SLIP duly filled in and signed in 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. Suppliers should note that if the stores 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 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 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.

i. **Liquidated Damage**.
The delivery period is essence of the contract. Liquidated damages will be imposed as per terms & conditions mentioned in the bidding documents. If the contractor fails to adhere to the delivery 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 period, on the basis of justification/reasoning provided by the bidder. The question of refund of liquidated damages may be taken up with Senior Purchase Officer 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.

19 **SECURITY**.
Bank Guarantee No. _____, dated _____ amounting to Rs. _____ (Rupees _____ only) 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. Further the bidding documents shall part of contract.

Senior Superintendent of Police/Admn
For Addl: Inspector General of Police,
CTD Punjab, Lahore

Copy to:-

1 The Accountant General (Supply Section) Punjab, Lahore, through (S.V.O).
The cost of store is debitable under Head of Account ***No. "PC21013-Police-032102-Provincial Police-LQ4590-CTD-_____ (head of account)" for the financial year 2026-2027.***
Copy of Bank Guarantee No. --------, dated ----- amounting to Rs. ------ is sent herewith. The same will be released after successful completion of the contract.
2 Section Officer (Goods) Government of the Punjab, Finance Department, Lahore.
3 Inspection Authority:- Inspection Committee, CTD HQ, Lahore
4 Indenter:- SSP/Admn, CTD HQ, Lahore
5 Consignee:- SSP/Admn, CTD HQ, Lahore, on behalf of the Additional Inspector General of Police, CTD Punjab, Lahore
He should keep in touch with the Contractor to watch the supply of stores within the prescribed delivery period. On receipt of the store, he should return the copy No.10 of the Inspection Note to the Purchase Officer within seven days in token of having received the store, along with No demand Certificate. In case the store is not received by him within the stipulated delivery period, he should immediately inform to Senior Purchase Officer.
6 SP/Admn, DDO/CTD HQ on behalf of the Addl: IGP/CTD Punjab, Lahore (Accountant CTD HQ).
7 Commissioner, Income Tax, Lahore.
8 The Collector Sales Tax, Govt: of Pakistan, Collection of Sales Tax, Lahore.
9 Authentication Officer.
10 Copy to concerned office.