From

The Addl: Inspector General of Police,
Logistics & Procurement, Punjab, Lahore.

To

1. M/s Gohar Textiles Mills Ltd.
2. M/s Sapphire Textiles Mills Ltd, Lahore.
3. M/s Shahmeen Limited.
4. M/s Excel Tex Industries (Pvt) Limited
5. M/s Askari Woolen Mills

No. 248 /SPO, Dated 18-02-/2026

Subject: - **BID INVITATIONS FOR THE SUPPLY OF STITCHED UNIFORM.**

Reference prequalification of your firms in the tender of Stitched Uniform.

2. Please submit bids for the supply of following item, according to the approved specifications:-

Lot. No.	Item Name	Total Quantity required (Set)	Estimated Rate Per Set (Rs)	Total Estimated Cost (Rs)
1.	Stitched Uniform (EPF)	1,221	5,600/-	6,837,600/-
2.	Stitched Uniform (SPU)	7,807	5,600/-	43,719,200/-

3. The interested firms are informed that the bidding documents containing terms & conditions, standard specifications of respective item etc. can be downloaded from e-PADS, PPRA website & Punjab Police Website. In case of public holiday due to any reason, the opening of the tenders will be next working day.

4. The e-Bids shall be received under "Single Stage – Two Envelope" procedure, as per Punjab Procurement Rules 2014 till **06.03.2026** before **12:00 Noon**. Each bid shall contain separately the 'Technical proposal' and the 'Financial proposal'. Bidders are advised to ensure uploading the Bids on e-PADS Portal, well before the submission of deadline, and not wait for the last date and time to upload the e-bids. Bid submission on e-PADS Portal shall entirely be the responsibility of the bidder. The technical & financial proposals should include the following information:-

i) Technical Proposal shall contain complete details of offered product, Sales Tax and Income Tax Registration numbers of the firm.

ii) Financial Proposal shall contain price of the offered product including all taxes/charges whatsoever as per following format on the firm's letter head pad:-

Sr: #	Description	Unit Price (including All Taxes Rs.)	Total unit price (including All Taxes Rs.)

iii) An affidavit on stamp paper submitting that maintenance of goods and replacement of defective stores shall be done, and neither the firm has been **blacklisted** on any grounds whatsoever by Govt. of Punjab/Pakistan.

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5. Technical proposals shall be opened on **06.03.2026 at 12:30 PM** while the Financial Proposals shall remain un-opened and shall be opened after receipt of the technical evaluation report.

6. Rates quoted would be considered only if the same are in Pak Rupees, inclusive of all Federal & Provincial taxes/ duties/ charges as well as inclusive of packing/freight till delivery at CPO stores.

7. The bidders shall furnish a bid security @ 3% of the estimated price in the form of call Deposit Receipt/Bank Guarantee of the scheduled Banks in favor of Chief Purchase Officer, Police Department, Government of the Punjab, before the opening time of tender and scanned copy of it shall also be uploaded on e-PADS. e-Bids without bid security shall be rejected.

8. The successful bidders shall deposit equal to 10% of the total cost of stores as performance guarantee in the form of Call Deposit / Bank Guarantee of the Scheduled Banks in favour of the Chief Purchase Officer, Police Department, Government of the Punjab, Lahore, within the specified period as provided in the bidding document. Performance guarantee shall be refunded on successful completion of the contract obligations and having NOC from the Indenter.

9. Police Department will not be responsible for any cost or expenses incurred by bidders in connection with the preparation and submission of bids and subsequent presentation/demonstration of their samples.

10. Sample of each item/Stitched Uniform (QTY: 06 units) will be provided at Sample Store, Qurban Lines, Lahore till 06.03.2026. No further extension in submission of samples shall be provided.

11. The procuring agency reserves the right to reject all bids or proposals in line with Rule 35 of PPR-2014.

Addl: IGP/Logistics & Procurement,
for Provincial Police Officer/IGP
Punjab, Lahore.

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(PROCUREMENT OF STITCHED UNIFORM)

REQUEST FOR QUOTATIONS

BIDDING DOCUMENTS FOR PREQUALIFIED BIDDER'S FOR THE PROCUREMENT OF STITCHED UNIFORM

FY-2025-26

Tender to be Opened on _____

Name of Item with Quantity _____

Total Estimated Cost_____

Name of Pre-Qualified Bidder _____

PUNJAB POLICE DEPARTMENT

GOVERNMENT OF PUNJAB

SECTION-I: DISCLAIMER

1. This request for biding documents / Request for Quotation (RFQ) has been prepared by the Punjab Police **("Procuring Agency")**.

2. The information contained in these biding documents / RFQ or as may be subsequently provided to the Pre-Qualified Bidder (s) through online web portal e-PADS-https://punjab.eprocure.gov.pk, Punjab Police website-https://punjabpolice.gov.pk and PPRA Punjab website - https://ppra.punjab.gov.pk on behalf of the Punjab Police (PA). The terms and conditions set out in these biding documents/RFQ, are indicative only and are provided solely to assist in a preliminary assessment of the **Stitched Uniform**.

3. These biding documents/RFQ do not constitute an agreement; its sole purpose is to provide interested Firm/State-Owned Enterprise/JV with information that may be useful to them in preparing their bids pursuant to these bid documents.

4. These biding documents/RFQ may not be appropriate for all persons and it's not possible for Punjab Police to consider the objectives and particular needs of each party which reads or uses these bid documents.

5. Each Pre-Qualified 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 biding / RFQ documents and seek independent professional advice on any or all aspects of these documents, as deemed appropriate.

6. All information submitted in response to this biding documents / RFQ becomes the property of the Punjab Police, including all business information and proprietary data submitted with all rights of communication and disclosures.

7. The Punjab Police shall not be responsible for non-response/late in submission of bid/RFQ by the Pre-Qualified Bidder (s) through online web portal e-PADS.

8. No decision shall be based solely on the basis of the information provided for any statements, opinions or information provided in these biding documents/RFQ.

9. While submitting a proposal in response to these biding documents/RFQ, each Pre-Qualified Bidder certifies that he/they understand, accept and agree to the disclaimers set forth above.

10. Nothing contained in any provision of these biding documents/RFQ or any statements made orally or in writing by the person or party shall have the effect of negating or suspending any of the disclaimers set forth herein.

11. The Punjab Police reserves the right to withdraw or cancel this bidding process or any part thereof, or to vary any of its terms at any time, without incurring any financial obligation in connection therewith.

12. Punjab Police may rectify any arithmetical/ clerical/ typo/ or grammatical correction in the bidding documents/RFQ at any stage of the procurement and may change any scope of the services/ works or the required desirables/ goods without prejudice to any condition of the scope.

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Section-II: Instructions to Pre-Qualified Bidders (ITB)

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. All the **Pre-Qualified Bidder** shall be requested through this bidding documents / Request for Quotation (RFQ) to submit their bids in prescribed manner.

2.1. Introduction

2.1.1 Scope of Bid

i) The Punjab Police Invites e-Bids for the provision of Goods as specified in the Invitation to Bid, Bid Data Sheet (Section-IV) and e-PADS.

ii) Pre-Qualified Bidder shall be requested through this Bidding Documents to submit their e-bid in prescribed manner.

2.1.2 Source of Funds

i) The Punjab Police intends to procure goods within provided / allocated funds to make eligible payments under the contract for which the Invitation to bids has been issued.

2.1.3 Eligible Pre-Qualified Firms/JVs

i) The Invitation to e-Bids is open to all Pre-Qualified Bidder, registered with relevant Registration Authorities / Tax Departments / Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.) / registration system available on e-PADS, except as provided hereinafter.

ii) Pre-Qualified Bidder should not have been ineligible / blacklisted, due to reasons, including but not limited to, corrupt practices and poor performance, by the Government of Punjab/Pakistan or any Province of Pakistan.

iii) In the case of a Joint Venture, Consortium, or Association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The Joint Venture, Consortium, or Association shall nominate a Lead Member as nominated in the Bid Data Sheet, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract.

iv) The appointment of Lead Member in the Joint Venture, Consortium, or Association shall be confirmed by submission of a valid JV or Consortium agreement to the Punjab Police.

v) Any e-bid submitted by the Joint Venture, Consortium or

Association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated or post qualified with respect to its contribution only and the responsibilities of each party and shall not be substantially altered without prior written approval of the Punjab Police and in line with any instructions issued by the Authority.

vi) Any Pre-Qualified Bidder shall not have a conflict of interest. All Pre-Qualified Bidder found to have a conflict of interest shall be Non-Responsive.

vii) A Pre-Qualified Bidder may be ineligible if:

a. The Pre-Qualified Bidder is declared bankrupt or, in the case of company or firm, insolvent.

b. Payments in favor of the Pre-Qualified Bidder is 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 Pre-Qualified Bidder 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 Pre-Qualified Bidder is convicted, by a final judgment, of any offence involving professional conduct;

e. The Pre-Qualified Bidder is debarred and blacklisted 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 Pre-Qualified 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.

viii) Pre-Qualified Bidder shall provide to the Police Department evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract

effectively.

ix) The Pre-Qualified Bidder (s) must not conceal any information that might hinder the execution of the project. The Punjab Police shall disqualify or blacklist, the Pre-Qualified Firm/JV pursuant to Punjab Procurement Rules- 2014 on grounds of false, fabricated or materially incorrect information and may take any legal action.

x) In case of any illness/ injuries/ causality resulting from any accident to the staff of Pre-Qualified Bidder; The Punjab Police shall not take any responsibility for the same toward compensation, medical care or meeting any/all medical expenses incurred for the same.

xi) In case of any labor dispute regarding the employees of Pre-Qualified Bidder, the Punjab Police shall not facilitate to the Pre-Qualified Bidder or wait for its resolution. However, in no case the schedule work/ services shall be disturbed and the Pre-Qualified Bidder ensure its completion within timeframe and such circumstances never be treated as force majeure.

xii) In no case the Punjab Police shall be responsible for the conduct/ behavior/ action of the Pre-Qualified Bidder or its employees toward the breach of any law of the land.

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/Technical Specification*, and all expenditures made under the contract will be limited to such goods and related services.

ii) The origin of goods and services is distinct from the nationality of the Pre-Qualified Bidder (S). *In any case, the requirements of Rules 10 & 26 of PPR-14, shall be followed.*

2.1.5. Cost of Bidding

i) The Pre-Qualified Bidder shall bear all costs associated with the preparation and submission of its e-Bid, and the Police Department named in the Bid Data Sheet, hereinafter 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 Pre-Qualified Bidder shall submit only one Bid/RFQ in the same bidding process.

2.2. The Bidding Documents/Request for Quotation

2.2.1. Content of Bidding Documents/RFQ

i) The goods 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/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
(q) 10% performance guarantee of the contract amount Form
(r) Check List

ii) The Pre-Qualified Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents/RFQ. Failure to furnish all information as required by the Bidding documents/RFQ or to submit e-Bid on e-PADS, not responsive to the Bidding documents in every respect shall be at the Bidder's risk and may result in the rejection of its Bid.

2.2.2. Clarification of Bidding Documents/RFQ

i) A Pre-Qualified Bidder requiring any clarification of the about this Bidding documents shall submit their query through e-PADS. The Procuring Agency will respond to any request for clarification provided that such request is received not later than three (03) days prior to the deadline for submission of applications prescribed in the Invitation to Bid, Bid Data Sheet and e-PADS. The Police Department will respond within 03 working days through e-PADS to any request for clarification of the Bidding documents.

2.2.3. Amendment of Bidding Documents/RFQ

i) At any time prior to the deadline for submission of e-Bids prescribed in the Invitation to Bid, Bid Data Sheet and e-PADS, but not later than three (3) days before the closing date of the submission of Bid. The Punjab Police, for any reason, whether at its own initiative or in response to a clarification requested

by a Pre-Qualified Bidder, may modify the Bidding documents/RFQ by amendment. Any such change/amendment in the Bidding documents shall be made by issuing Addendum/ Corrigendum or call a meeting inviting all the prospective applicant(s) to review the bidding documents (if procuring agency decide so). Any Addendum/ Corrigendum issued shall be the part of this bidding document and shall be uploaded on online web portal e-PADS-https://punjab.eprocure.gov.pk., Punjab Police website-https://punjabpolice.gov.pk as well as PPRA Punjab website- https://ppra.punjab.gov.pk, not later than three (03) days, and on equal opportunity basis as per Rule-25(3) or Rule 25(4) of PPR-14 as the case may be.

ii) In order to allow Pre-Qualified Bidder reasonable time in which to take an addendum into account in preparing their e-Bids, the Punjab Police, at its discretion, may extend the deadline for the submission of e-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 Pre-Qualified Bidder(s).

2.3. Preparation of Bids

2.3.1. Language of Bid

i) The Bid prepared by the Pre-Qualified Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Pre-Qualified Bidder and the Punjab Police shall be written in the English language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Pre-Qualified Bidder may be in same language.

2.3.2. Bid Form

i) The Pre-Qualified Bidder shall complete the Bid Form and the appropriate Financial Bid Form (Financial Bid) furnished in the Bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices should send its e-Bid through e-PADS in prescribed manner.

ii) Prices quoted by the Pre-Qualified Bidder shall be fixed during the Pre-Qualified Bidder's performance of the contract and not subject to variation on any account.

iii) Bids submitted by a joint venture shall comply with the following requirements:

- A copy of the agreement entered into by the joint venture partners shall be submitted by the Pre-Qualified JV with the bid stating all the

term and conditions under which it will function, its period of duration, the persons authorized to represent and obligate it and which persons will be directly responsible for due performance of the Contract and can give valid receipts on behalf of the joint venture, the proportionate participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. one of the joint venture partners shall be nominated as being in charge; and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the joint venture partners;

- The partner-in-charge shall always be duly authorized to deal with the Purchaser regarding all matters related with and/or incidental to the supply of Goods as per the terms and Conditions of Contract and in this regard to incur any and all liabilities, receive instructions, give binding undertakings and receive payments on behalf of the joint venture;
- all partners of the joint venture shall at all times and under all circumstances be liable jointly and severally for the execution of the Contract in accordance with the Contract terms & conditions.
- New JV/consortium shall not be allowed at this stage i.e. submission of bids and only Pre-Qualified JV partners can participate at this stage of the procurement.

2.3.3. Bid Prices

i) The Pre-Qualified Bidder shall indicate on form 8.9 the unit prices and total Bid price of the goods it proposes to supply under the contract.

ii) Prices indicated on the Financial Bid Form shall be item wise.

iii) Prices quoted by the Pre-Qualified Bidder shall be fixed during the Pre-Qualified Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified

in the Bid Data Sheet. e-Bid submitted with an adjustable price quotation will be treated as non-responsive and shall be rejected.

2.3.4. Bid Currencies

i) Prices shall be quoted in Pak Rupees for local/delivered duty paid items unless otherwise specified in the Bid Data Sheet.

2.3.5. Documents Establishing Pre-Qualified Bidder and Qualification

i) The Pre-Qualified Bidder shall furnish, as part of its e-Bid, documents establishing the Pre-Qualified Bidder's eligibility and its qualifications to perform the contract if its e-Bid is accepted.

ii) The documentary evidence, of the Pre-Qualified Bidder's qualifications to perform the contract if its e-Bid is accepted, shall establish to the Punjab Police's satisfaction as under:

(a) That the Pre-Qualified Bidder meets the qualification criteria listed in this Bidding Document.

(b) That the Pre-Qualified Bidder has the Financial, Technical, And Production Capability necessary to perform the contract.

2.3.6. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents

i) The Pre-Qualified Bidder shall furnish, as part of its e-Bid, documents establishing the eligibility and conformity to the Bidding documents of all goods and related services which the Pre-Qualified Bidder proposes to supply under the contract.

ii) The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Financial Bid Form of the country of origin of the goods and services offered which shall be confirmed by a Certificate of Origin issued at the time of shipment.

iii) The documentary evidence of conformity of the goods and services to the Bidding documents may be in the form of literature, drawings, data and shall consist of detailed description of the essential technical and performance characteristics of the goods.

iv) The Pre-Qualified Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Punjab Police in its Technical Specifications, are intended to be descriptive only and not restrictive.

v) Where a sample(s) is required by a Punjab Police, the sample

shall be:

(a) Submitted as part of the bid, in the quantities, dimensions and other details requested in the specifications as well as in the advertisement
(b) Carriage paid.
(c) Received on, or before, the closing time and date for the submission of bids.
(d) Evaluated to determine compliance with all characteristics listed in the Bid Data Sheet.
(e) Bidder shall deposit their sample(s) immediately after the tender opening or before the opening date of technical bids at Sample Store, DIG/Technical Procurement Office, Qurban Lines, Lahore. No further extension in submission of samples shall be provided.

vi) The Punjab Police may retain the sample(s) of the successful Pre-Qualified Bidder till the successful delivery of the goods. Punjab Police may reject the Bid if the sample(s): -

(a) Do(es) not conform to all characteristics prescribed in the bidding documents.

vii) Is/are not submitted within the specified time clearly mentioned in the Bidding Document.

2.3.7. Bid Security

i) The Pre-Qualified Bidder shall furnish, as part of its Bid, a Bid security in the amount specified in the advertisement or e-PADS.

ii) The Bid security is required to protect the Punjab Police against the risk of Pre-Qualified Bidder's conduct which would warrant the security's forfeiture.

iii) The Bid security shall be in Pakistan Rupees and shall be in one of the following forms:

(a) Bank Guarantee, Bank Call-Deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's Cheque valid for 06 months.

iv) Any Bid not secured in accordance with the bidding documents may be rejected by the Punjab Police as non-responsive.

v) Unsuccessful Pre-Qualified Bidders' Bid security will be discharged or returned as promptly as possible after the expiration of the period of Bid validity prescribed by the Punjab Police along with unopened financial proposal as per rule 38(2)(a)(vii) of PPR-14, which shall take precedence, and is as under:

"***38(2)(a)(vii) of PPR-14,*** *the financial proposal of the Bids found technically non-responsive shall be retained unopened and shall be returned on the expiry of the grievance period or*

the decision of the complaint, if any, filed by the non-responsive Pre-Qualified Bidder, whichever is later.
provided that the Punjab Police may return the sealed financial proposal earlier if the disqualified or non-responsive Bidder, Pre-Qualified Bidder or consultant submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of the Punjab Police".

vi) The Pre-Qualified Bidder shall upload soft copy of submitted bid security on e-PADS. In addition, the Pre-Qualified bidder shall submit hard copy of the submitted bid security by hand or mail at the address specified in Bid Data Sheet. Bid security shall only be released upon the hard copy.

vii) The successful Pre-Qualified Bidder's Bid security will be discharged upon the Pre-Qualified Bidder signing the contract, and furnishing the 10% performance guarantee of the contract amount.

viii) The Bid security may be forfeited:

a. If a Pre-Qualified Bidder withdraws its Bid during the period of Bid validity specified by the Pre-Qualified Bidder on the Bid Form or found involve in corrupt practice or submit counterfeited, forged, fake or fabricated documents or disclose wrong information to Punjab Police.

b. If successful Pre-Qualified Bidder:

i. Fails to sign the contract in accordance with the bidding documents/RFQ
ii. Fails to furnish 10% performance guarantee of the contract amount
iii. Proceeded under Section-17A of PPRA Act, 2009 read with Rule-21 of PPR-14 and the Pre-Qualified Bidder is declared blacklisted after due process of law
iv. Non-responsive towards procurement process at any stage before entering into contract.

2.3.8. Period of Validity of Bids

i) e-Bids shall remain valid for the period specified in this Bidding Document/RFQ after the date of Bid opening prescribed by the Invitation to Bid and e-PADS.

ii) In exceptional circumstances, the Punjab Police may solicit the Pre-Qualified Bidder's consent to an extension of the period of validity of e-bid (as per rule-28 of PPR-14). The request and

the responses thereto shall be made in writing (or by email). The Bid security provided shall also be suitably extended. A Pre-Qualified Bidder may refuse the request without forfeiting its Bid security. A Pre-Qualified Bidder accepting the request will not be required nor permitted to modify its Bid.

2.3.9. Format and Signing of Bid

i) The Pre-Qualified Bidder shall prepare the e-bid and upload it on online web portal e-PADS-https://punjab.eprocure.gov.pk.

ii) The Pre-Qualified Bidder shall authorize a person/persons for signing, submission and further correspondence with Punjab Police on behalf of Pre-Qualified Bidder.

iii) The Bid shall be typed or written in indelible ink and shall be signed by the Pre-Qualified Bidder or a person duly authorized to bind the Pre-Qualified Bidder to the contract. All pages of the Bid, shall be signed and stamped by the authorized person.

iv) Any alteration, erasures, or overwriting shall be valid only if they are initialed by the authorized person for signing the Bid.

v)

2.4. Submission of Bids

2.4.1 Submission of Bids on e-PADS

i) The Pre-Qualified Bidder shall prepare Technical and Financial bids after duly marking, signing and stamping each page and then convert the hard copies into separate soft copies and shall upload its e-bid on online web portal e-PADS-https://punjab.eprocure.gov.pk.

ii) In "Single Stage Two Envelope Procedure", the e-Bid shall comprise of two Proposals; Technical Proposal and the other Financial Proposal. Both proposals shall be uploaded on e-PADS.

iii) The quoted price in Financial e-bids shall be inclusive of all prevailing taxes and duties, if otherwise mentioned or not mentioned.

iv) The Pre-Qualified bidder shall complete and authenticate his e-bid and submit it on e-PADS with in time.

v) In case, e-bid including entries and record submitted on e-PADS found corrupt, un-readable or contains virus, the e-bid shall be rejected.

2.4.2 Deadline for Submission of Bids

i) e-Bids shall be submitted on the e-PADS in the manner or method as specified in the advertisement before closing date for submission of such e-bids or proposals in the Invitation to Bid and e-PADS.

ii) The Punjab Police may, at its discretion and as per rule 29 of PPR-14, extend this deadline for the submission of Bids.

2.4.3. Modification and Withdrawal of Bids

i) The Pre-Qualified Bidder shall be allowed to alter/modify his e-bid or proposal before the closing date of his e-bid specified in the Invitation to Bid, Bid Data Sheet and e-PADS.

ii) No change/modification in the e-bid shall be made after the closing date of e-bid.

2.5. Opening and Evaluation of Bids

2.5.1. Opening of Bids by the Punjab Police

i) The Punjab Police shall open all Technical Proposals on e-PADS, in the presence of Bidders' or their representatives who choose to attend at the place, on the date and at the time, specified in the Invitation to bid and on e-PADS.

ii) Pre-Qualified Bidders are advised to nominate a representative with the knowledge of the content of the e-bid who shall verify the information read out from the submitted documents.

iii) The Punjab Police shall prepare minutes of the Technical e-bid opening.

iv) The Pre-Qualified Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Pre-Qualified Bidder's signature on the record shall not invalidate the contents and affect the record.

2.5.2. Confidentiality

i) Information relating to the examination, clarification, evaluation and comparison of submitted e-bids and recommendation of contract award shall not be disclosed to Pre-Qualified Bidder(s) 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 Pre-Qualified Bidder to influence the Punjab Police processing of submitted Bids or award decisions may result in the rejection of its Bid.

iii) At the time of Bid opening to the time of contract award, if any Pre-Qualified Bidder(s) wishes to contact the Punjab Police on any matter related to the Bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.

2.5.3. Clarification

i) As per rule 33(2) of PPR-14, to assist in the examination,

of Bids

evaluation and comparison of Bids and post-qualification of the Pre-Qualified Bidder(s), the Punjab Police may, at its discretion, ask any Pre-Qualified Bidder for a clarification of its submitted e-bid including breakdown of prices to determine its reasonability. Any clarification submitted by a Pre-Qualified Bidder that is not in response to a request by the Punjab Police 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.

iii) The Punjab Police, at any level prior and after the contract execution may ask for the following including any other Inspections & Tests:

a. Punjab Police or its representative shall have the right to assign any team to inspect and/or to test the goods/desirables to confirm their conformity to the Contract specifications. The Punjab Police shall notify the Pre-Qualified Bidder in writing the details of Point of Contact (POC) for this purpose.
b. The inspections and tests may be conducted on any premises. If conducted on the premises of the Pre-Qualified Bidder, all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the officer deputed for inspection at no charge.
c. If any inspected or tested goods/desirables (once or more time) fail to conform to the Specifications, the Punjab Police may reject the offer of the Pre-Qualified Bidder, and the Pre-Qualified Bidder shall either replace the rejected goods or make alterations necessary but not contrary to the required specification to meet the specification requirements free of cost to the Punjab Police.
d. Any other action may be taken by the Punjab Police to inspect or test.

2.5.4. Preliminary Examination

i) The Punjab Police will preliminary examine the submitted technical e-bids to determine: -

a) Meets the eligibility criteria.
b) Has been prepared as per the format and contents defined by the Punjab Police in the Bidding Documents

c) Has been properly signed;
d) Is accompanied by the required securities
e) Is responsive to the requirements of the Bidding Documents

ii) The bid security submitted by the Pre-Qualified Bidder(s) shall be verified from the respective bank at the time of bid opening or thereafter.

iii) The Punjab Police may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation or change the substance of the bid, provided such waiver does not prejudice or affect the relative ranking of any Pre-Qualified Bidder. Technical proposals will be sent to the Technical Evaluation Committee for evaluation.

2.5.5. Examination of Terms and Conditions (Technical Evaluation)

i) The Punjab Police shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Pre-Qualified Bidder without any material deviation or reservation.

ii) The Punjab Police shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in Section III-Technical Specifications, Section VII – Schedule of Requirements & Evaluation Criteria as provided in Bid Data Sheet, have been met without material deviation or reservation.

iii) The Punjab Police will technically evaluate and compare the bids, which have been determined to be substantially responsive, as per Technical Specifications/ Requirement/ Evaluation criteria in as per bid evaluation criteria.

iv) Technical Evaluation Report shall be uploaded on e-PADS/PPRA Website.

v) The technically responsive Pre-Qualified Bidder(s) shall also be intimated accordingly and the technical disqualified/ irresponsive Pre-Qualified Bidder may collect their bid security subject to submitting an application to the Punjab Police with the contents/ acknowledgement that he/it is satisfied with the technical results announced by the Punjab Police and shall not object against this process before any legal Forum/Court.

vi) If a technically disqualified Pre-Qualified Bidder shows its dissatisfaction may file his grievance written e-complaint

concerning his grievances through e-PADS and a hard copy of the same to the Grievance Redressal Committee not later than ten days after the announcement of the Technical Evaluation Report in accordance with the Rule 67 of PPR-2014.

vii) The Punjab Police shall only open the Financial bid(s) of the Pre-Qualified Bidder(s), which are declared Technically Responsive, and their submitted sample(s) has(ve) been approved/passed by the concerned Lab. Financial e-bids shall be opened on the e-PADS, in the presence of Technically Responsive Pre-Qualified Bidder(s) or their representatives who choose to attend, at the place, on the specified date and at the time.

2.5.6. Correction of Errors

i) Financial 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 Punjab Police 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.
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 Financial Bid Form and amount mentioned on the Form of Bid, the amount referred in Financial Bid Form shall be treated as correct subject to elimination of other errors.

ii) The amount stated in the financial e-bids will be adjusted by the Punjab Police in accordance with the above procedure for the correction of errors. The concurrence of the Pre-Qualified Bidder shall be considered as binding upon him. If the Pre-Qualified Bidder does not accept the corrected amount, its e-bid will be rejected.

2.5.7. Conversion to Single Currency

i) The financial bid prices shall be quoted in Pak Rupees.

2.5.8. Post-Qualification &

i) The Punjab Police will determine to its satisfaction whether the Pre-Qualified Bidder is qualified to perform the contract

Evaluation of Bids		satisfactorily, in accordance with the evaluation criteria listed in this bidding document.
2.5.9. Contacting the Punjab Police	i)	No Pre-Qualified Bidder shall contact the Punjab Police on any matter relating to its 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 Pre-Qualified Bidder wishes to bring additional information or has grievance to the notice of the Punjab Police, it should do so through e-PADS or in writing.
	ii)	Any effort by a Pre-Qualified Bidder to influence the Punjab Police during Bid evaluation, or Bid comparison may result in the rejection of the Pre-Qualified Bidder's Bid.
2.5.10. Grievance Redressal	i)	As per Rule-67 of PPR-14, Punjab Police shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The Grievance Redressed Committee shall not have any of the members of the Procurement Evaluation Committee.
	ii)	Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of Rule 34 and the same shall be addressed by the Punjab Police well before the proposal submission deadline.
	iii)	Any Pre-Qualified Bidder feeling aggrieved from Technical Evaluation may file a written e-complaint concerning his grievances through e-PADS and a hard copy of the same to the Grievance Redressal Committee within 5 days of announcement of the Technical Evaluation Report in accordance with the Rule 67 of PPR-2014. After completion of the technical evaluation process, the Punjab Police shall immediately upload the Technical Evaluation Report on the e-PADS-https://punjab.eprocure.gov.pk, Punjab and PPRA Punjab website-https://ppra.punjab.gov.pk. for obtaining / receiving grievance petitions from the prospective Pre-Qualified Bidder s (if any).
	iv)	In case, the complaint/grievance is filed after the issuance of the Financial Evaluation Report, the complainant cannot raise any objection on Technical Evaluation of the report.
	v)	The Grievance Redressal Committee shall investigate and decide upon the complaint within **fifteen days** of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

vi) Punjab Police reserves the rights to issue advance letter of acceptance/ letter of intent to the successful Pre-Qualified Bidder subject to any outcome of the grievance if any or following the terms & conditions of the bidding documents/RFQ. However, such letter shall not create any vested right in favor of the successful Pre-Qualified Bidder.

vii) All technically accepted/rejected Pre-Qualified Bidders may have an opportunity to raise their objections, if any, through their grievance petition against any of the technically qualified competitor/Technical Evaluation Report prior to the opening of Financial e-bid. No such request shall be entertained after the opening of financial bid in consonance with rule 38 & 67 of PPR 2014.

2.6. Award of Contract

2.6.1. Notification of Award

i) The Punjab Police will award the contract to the successful Pre-Qualified Bidder whose bid has been determined to be substantially responsive in accordance with the Technical Evaluation Criteria and has been determined to be the lowest evaluated bid as defined in PPR 2014 subject to the confirmation of its sample as per approved specification.

ii) Prior to the expiration of the period of Financial Bid validity, the Punjab Police will send notifications to the successful Pre-Qualified Bidder that its bid has been accepted and upload the same on e-PADS.

iii) However, such acceptance shall not be termed as a contract or the Pre-Qualified Bidder cannot make any claim or treat such notice as a vested right of the contract on this ground. The successful Pre-Qualified Bidder shall submit hard copy of 10% performance guarantee along with E-Stamp Papter @ 0.25% of the contract amount to the Punjab Police for execution of contract. The submitted 10% performance guarantee of the contract amount (if any) shall be verified by the Punjab Police.

iv) Upon the successful Pre-Qualified Bidder's furnishing of the 10% performance guarantee of the contract amount the Punjab Police will promptly notify each unsuccessful Pre-Qualified Bidder and will discharge its Bid security.

v) In case if more than one Pre-Qualified Bidder quotes the same cost / equal (lowest bid) the Punjab Police may ask only to those lowest Pre-Qualified Bidder at once to submit their

Financial Bids again.

vi) The Punjab Police reserves the right to reject all bids, or any lot in case of more than one lot and to annul the bidding process at any time prior to contract award. In such rejection, Punjab Police shall incur no liability, solely or by virtue of its invoking the clause of rejection towards the Pre-Qualified Bidder or any obligation to inform the Pre-Qualified Bidder the grounds for the rejection of bids.

vii) Prior to signing of the contract the successful Pre-Qualified Bidder may discuss any issue regarding the contents of the contract with the Punjab Police. Nevertheless, there shall be no variation or amendment in the contract without prior approval or consent of the Punjab Police. However, no amendment, variation shall be allowed that violates the principles of procurement.

viii) If the successful Pre-Qualified Bidder fails to submit the 10% performance guarantee of the contract amount, the next lowest evaluated Pre-Qualified Bidder (whose bid is responsive and acceptable) may be issued a letter of acceptance. In such case, the bid security of the former Pre-Qualified Bidder shall be forfeited in addition to any other legal action.

ix) The Contract shall be commenced after its signing subject to confirmation of 10% performance guarantee of the contract amount (if any) from the concern bank and satisfaction of the sample by the Punjab Police.

2.6.2. 10% Performance Guarantee of the Contract Amount

i) On receipt of notification for award of contract from the Punjab Police, the successful Pre-Qualified Bidder shall furnish the 10% Performance Guarantee of the contract amount in accordance with the Conditions of Contract.

ii) The successful Pre-Qualified bidder shall submit hard copy of 10% performance guarantee to the Punjab Police at given address in invitation to bid. The submitted 10% performance guarantee of the contract amount (if any) shall be verified by the Punjab Police. The 10% performance guarantee shall be released on receipt of NOC from the Indentor/Consignee.

iii) The 10% performance guarantee of the contract amount Form provided in this Bidding documents.

iv) In case of non-provision of stores within delivery period or

incomplete delivery, or other misconduct it shall be the responsibility of the Pre-Qualified Bidder to get extended his bank guarantees till the warranty period as mentioned in the contract.

v) Advance Drawl: In case of advance drawl the Pre-Qualified Bidder shall provide 100% Advance Guarantee in shape of CDR on receipt of payment from Police Department.

2.6.3. Signing of Contract/ Issuance of Purchase Order

i) The Punjab Police shall notify the successful Pre-Qualified Bidder that its Bid has been accepted.

ii) After notifications to the successful Pre-Qualified Bidder that its bid has been accepted, the successful Pre-Qualified Bidder shall provide performance guarantee/advance guarantee & stamp paper as requisitioned by the Punjab Police.

iii) If the successful Pre-Qualified Bidder fails to submit the performance guarantee in the prescribed time period, the next lowest evaluated Pre-Qualified Bidder (whose bid is responsive and acceptable) may be issued a letter of acceptance. In such case, the bid security of the former Pre-Qualified Bidder shall be forfeited in addition to any other legal action.

iv) No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

v) After signing of the contract, the Punjab Police may issue separate purchase order to the Pre-Qualified Bidder.

vi) Punjab Police will upload the Letter of Acceptance, Purchase Order, and Contract Agreement (where applicable) on e-PADS.

2.6.4. Award Criteria

i) In pursuant to rule-55 of PPR-14, the Punjab Police will award the contract to the successful Pre-Qualified Bidder whose Bid has been determined to be responsive and has been determined to be the lowest evaluated Bid, provided that the Pre-Qualified Bidder has been determined to be qualified to perform the contract satisfactorily.

2.6.5. Punjab Police's Right to Vary Quantities at Time of Award

i) The Punjab Police reserves the right at the time of contract award to increase or decrease the quantity of goods 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. Punjab

i) To accept or reject all Bids or proposals (and to annul the

Police's Right to Accept or Reject All Bids

Bidding process) at any time without thereby incurring any liability towards the Pre-Qualified Bidders.

ii) The Pre-Qualified Bidders shall be promptly informed about the rejection of the Bids, if any.

iii) The Punjab Police shall upon request communicate to any Pre-Qualified Bidder, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.

2.6.7. Re-Bidding

i) If the Punjab Police rejects all the 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 Pre-Qualified Bidder(s).

2.6.8. Corrupt or Fraudulent Practices

i) The Punjab Police and Pre-Qualified Bidder(s) the highest standard 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, Pre-Qualified Bidder or Pre-Qualified Bidder in the procurement process or in Contract execution to the detriment of the Punjab Police; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among Pre-Qualified Bidder s (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the Punjab Police 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 Punjab Police 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 Pre-Qualified Bidders by the Government of Pakistan/ Government of Punjab and those found involved in "Corrupt Practices" and "Poor Performance "are not allowed to participate in bidding.

Requirements & Procedure for Blacklisting & Debarment:

as per S-17A of PPRA, Act, 2009:

"17A. Blacklisting.

(2) *A Punjab Police may, for a specified period and in the prescribed manner, debar a Pre-Qualified Bidder from participating in any public procurement process of the Punjab Police, if the Pre-Qualified Bidder indulges in corrupt practice or any other prescribed practice.*

(3) *The Managing Director may, in the prescribed manner, debar a Pre-Qualified Bidder from participating in any public procurement process of all or some of the procuring agencies for a specified period.*

(4) *Any person, aggrieved from a decision of a Punjab Police, may within prescribed period prefer a representation before the Managing Director.*

(5) *A Punjab Police 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.

21. Blacklisting. –

a. A Punjab Police may, for a specified period, debar a Pre-Qualified Bidder from participating in any public procurement process of the Punjab Police, if the Pre-Qualified Bidder 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

(d) Indulged in any corrupt practice.

(2) If a Punjab Police debars a Pre-Qualified Bidder under sub-rule (1), the Punjab Police:

(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 Pre-Qualified Bidder or Pre-Qualified Bidder for procurement of all procuring agencies.

(3) The Managing Director may debar a Pre-Qualified Bidder or Pre-Qualified Bidder of any Punjab Police 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 Punjab Police 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 Pre-Qualified Bidder or Pre-Qualified Bidder from participating in procurement process of a Punjab Police, procuring agencies and a representation under this rule is specified in the Schedule appended to these rules.

see sub-rule (6) of rule 21

Blacklisting Mechanism / Process

1. *The Punjab Police may, on information received from any resource, issue show cause notice to a Pre-Qualified Bidder.*
2. *The show cause notice shall contain:*
   - *(a) Precise allegation, against the Pre-Qualified Bidder*
   - *(b) The maximum period for which the Punjab Police proposes to debar the Pre-Qualified Bidder from participating in any public procurement of the Punjab Police; and*
   - *(c) The statement, if needed, about the intention of the Punjab Police to make a request to the Authority for debarring the Pre-Qualified Bidder from participating in public procurements of all the procuring agencies.*
3. *The Punjab Police shall give minimum of seven days to the Pre-Qualified Bidder for submission of written reply of the show cause notice.*
4. *In case, the Pre-Qualified Bidder(s) fails to submit written reply within the requisite time, the Punjab Police may issue notice for personal hearing to the Pre-Qualified Bidder / authorize representative of the Pre-Qualified Bidder and the Punjab Police shall decide the matter on the basis of available record and personal hearing, if availed.*
5. *In case the Pre-Qualified Bidder submits written reply of the show cause notice, the Punjab Police may decide to file the matter or direct issuance of a notice to the Pre-Qualified Bidder for personal hearing.*
6. *The Punjab Police shall give minimum of seven days to the Pre-Qualified Bidder for appearance before the specified officer of the Punjab Police for personal hearing.*
7. *The Punjab Police shall decide the matter on the basis of the available record and personal hearing of the Pre-Qualified Bidder, if availed.*
8. *The Punjab Police 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 Punjab Police shall communicate to the Pre-Qualified Bidder the order of debarring the Pre-Qualified Bidder from participating in any public procurement with a statement that the Pre-Qualified Bidder may, within thirty days, prefer a representation against the order before the Managing Director of the Authority.*

10. *The Punjab Police shall, as soon as possible, communicate the order of blacklisting to the PPRA, Punjab, with the request to upload the information on its website.*

11. *If the Punjab Police wants the PPRA, Punjab to debar the Pre-Qualified Bidder from participating in any public procurement of all procuring agencies, the Punjab Police shall specify reasons for such dispensation.*

12. *The PPRA, Punjab shall immediately publish the information and decision of blacklisting on its website.*

13. *In case of request of a Punjab Police 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 Punjab Police 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 Punjab Police shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting.*

16. *The PPRA, Punjab shall upload all the decisions under rule 21, available with it, on its website. But the name of a Pre-Qualified Bidder 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."*

2.6.9. Quantity and Volume of the Goods to be Considered in Mind

i) The quantity of the goods may be increased or decreased as per PPR-2014.

Section-III. Technical Specifications

Generic specifications have been formulated as per PPR-2014

3.1. Technical Specifications

Specifications attached

Section-IV: Bid Data Sheet

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Pre-Qualified Bidder s (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

<table>
<tr><th colspan="3">A. Introduction</th></tr>
<tr><td>Clause Number</td><td></td><td>Amendments of, and Supplements to, Clauses in the Instruction to Pre-Qualified Bidder(s)</td></tr>
<tr><td>1.</td><td></td><td>1. Name of Procuring Agency: Punjab Police
2. The detail of subject procurement is as under:
➢ Item Name: As mentioned in the advertisement.
➢ Place of Delivery: As mentioned in Contract/Purchase Order.
➢ Period for delivery of goods: As mentioned in Contract/Purchase Order.
3. Commencement date for delivery of Goods: As mentioned in Contract/Purchase Order.</td></tr>
<tr><td>2.</td><td></td><td>1. Financial year for the operations of the Punjab Police: 2025-26

2. Name of Project/Grant: Non Development

3. Name of financing institution: Government of the Punjab</td></tr>
<tr><td>3.</td><td></td><td>Ineligible country(s) is or are: N/A</td></tr>
<tr><td>4.</td><td></td><td>Demonstration of authorization by manufacturer: Form 8.3 should be followed.</td></tr>
<tr><td colspan="3">B. Bidding Documents</td></tr>
<tr><td>5.</td><td></td><td>The address for clarification of Bidding Documents is: The Assistant Inspector General of Police (AIG) Procurement, Punjab, Room No. 309, 3rd Floor, Church Road, Central Police Office, Lahore.</td></tr>
<tr><td>6.</td><td></td><td>Police Department may conduct Pre-bid meeting in this procurement. The venue of the meeting will be office of the Assistant Inspector General of Police (AIG) Procurement, Punjab, 3rd Floor, Church Road, Central Police Office, Lahore.</td></tr>
<tr><td>7.</td><td></td><td>The bidding documents shall be completed and returned in original.</td></tr>
<tr><td colspan="3">C. Bid Price, Currency, Language and Country of Origin</td></tr>
<tr><td>8.</td><td></td><td>Language: English</td></tr>
<tr><td>9.</td><td></td><td>The price quoted shall be: In Pak rupees</td></tr>
<tr><td>10.</td><td></td><td>N/A</td></tr>
<tr><td>11.</td><td></td><td>Country of origin: If specifically mentioned in the specifications.</td></tr>
<tr><td></td><td></td><td></td></tr>
<tr><td colspan="3">D. Preparation and Submission of Bids</td></tr>
<tr><td>12.</td><td></td><td><u>Qualification Criteria/Knock Down Criteria</u>
Minimum requirement for a Pre-Qualified Bidder to participate in the Bidding process are as under: -
<table>
<tr><th>SR. #</th><th>DETAIL</th><th>YES / NO</th></tr>
<tr><td>1</td><td>3% Bid Security of Estimated Price. The soft copy of the bid security must be uploaded on</td><td></td></tr>
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			e-PADS and hard copy must be submitted in Police Department.		
		2	Registration of the Pre-Qualified Bidder with relevant forums/organizations (Registrar of Firms).		
		3	Registration with relevant tax authority i.e. FBR/PRA (National tax number Certificate, General Sale Tax Number Certificate) etc. Firm must be an active **Tax Payer**.		
		4	An affidavit on **stamp paper of Rs.100**/- or above submitting following clauses: i. That the maintenance of goods and replacement of defective parts **under warranty** shall be done. ii. That neither the Pre-Qualified firm/individual/JV has been blacklisted by Government of Punjab/Pakistan or any Province of Pakistan on any grounds whatsoever or is being proceeded against or is involved in litigation. This certificate shall remain operative till the finalization of the procurement. iii. That the all submitted photocopies of all the requisite attached documents are genuine and correct to the best of my knowledge. Any documents found fake during any stage of procurement shall lead to cancellation of my e-bid along with proceeding as per PPRA rules.		
		5	Completed Work order/supply order/purchase order of previous relevant experience.		
		6	Company profile including engineering and managerial capability. Technical staff list, workshop, machinery, factory ware house along with location and address.		
		7	Audited Financial Statement (Last 03 Year).		
		8	Integrity pact duly signed and stamped as per standard forms attached with bidding document.		
		9	Relevant / valid ISO certificate with clearly mentioned expiry date.		
13.		Bid shall be submitted as per following: Pre-Qualified Bidder(s) shall upload their e-bids on online web portal e-PADS-https://punjab.eprocure.gov.pk.			
14.		The deadline for Bid submission is: As mentioned in the advertisement, e-PADS and PPRA website			
15.		Time, date/ Month/ Year, and place for Bid opening: As mentioned in the advertisement and e-PADS			
16.		Amount of performance guarantee: 10% of the Contract Amount.			
17.		Estimated Contract Price: As mentioned in the advertisement.			

		Amount of Bid security: 3% of the estimated price having validity of minimum six months.
18.		Bid validity period after opening of the Bid: Till 30.06.2026.

E. Opening and Evaluation of Bids

19.		The Bid opening shall take place at: ➢ The office of Assistant Inspector General of Police (AIG) Procurement, Punjab, Room No. 309, 3rd Floor, Church Road, Central Police Office, Lahore. ➢ Date & Time: As mentioned in the advertisement & e-PADS
20.		Pak rupees currency shall be used for Bid evaluation.

F. Bid Evaluation Criteria

Description	Allocated Marks	Total Marks
a) Company Profile & Experience		**35**
Company Profile • Years of operation (Registration date of NTN/FBR/SECP/Registrar of Firms). • Maximum marks =10 shall be awarded, if firm has 20 years of experience, after date of registration. • For less than 20 years, marks shall be calculated as: **Total Experience x 10 / 20** • For less than 6 years' experience, no marks shall be awarded. Note: Certificate which was registered in earlier year shall be considered, date of experience shall be evaluated from the registration of certificate and till 30th June 2025.	10	
Relevant Experience • Maximum marks shall be awarded, if firm has completed 10 similar projects in last 03 years. • For less than 10 projects, the marks shall be calculated as: No of similar projects x 15 / 10 ***Purchase orders/supply orders/completion certificates of the similar nature completed projects in last 03 years for Pakistan armed forces (army, navy, air force), Law enforcing agencies and other govt. departments or exports to any other country, must be attached, otherwise, no marks shall be awarded.**	15	

***Minimum 50%. i.e. 05 completed similar nature projects are mandatory in last 03 years (similar projects and value of projects) otherwise Pre-Qualified Bidder shall be disqualified.**		
Value of Projects • If the total value/capital cost (PKR) of projects/supplies completed by the individual/ firm/ company over the last five **(03)** years is equal to double or more of the estimate of the current purchase, maximum marks **(10** marks) shall be awarded. • For less than double of the estimate of the current purchase marks shall be awarded as: $\frac{\text{Value of firm's Completed projects}}{\text{Double of the estimate of the current purchase}} \times 10$ ***Purchase orders/supply orders/completion certificates of the similar nature completed projects in last 03 years for Pakistan armed forces (army, navy, air force), Law enforcing agencies and other govt. departments or exports to any other country, must be attached, otherwise, no marks shall be awarded.** ***Minimum 50%. i.e. 05 marks are mandatory in relevant experience (similar projects and value of projects) otherwise Pre-Qualified Bidder shall be disqualified.**	10	
b) Financial Position		**30**
Annual Turnover (last 03 years) • If the total annual turnover (PKR) of the individual/ firm/ company over the last three **(03)** years is equal to double or more of the estimate of the current purchase, maximum marks **(10 marks)** shall be awarded. • For less than double of the estimate of the current purchase marks shall be awarded as: $\frac{\text{Total Annual Turn Over (last 03 Years)}}{\text{Double of the Estimate of the Current Purchase}} \times 10$ ***Audit statement/report of last three financial years must be attached, otherwise, no marks shall be awarded.**	10	
Tax Return Active Tax Payer for Financial Year 2025-26	10	
Bank Balance/Credit Limit If bank balance/credit limit up-to 30th June 2025 is equal or more than estimate of current purchase, full marks shall be awarded. Otherwise, the marks shall be awarded as:	10	

$\frac{\text{Closing Balance/Credit Limit}}{\text{Estimate of the Current Purchase}} \times 10$		
c) Human Resource		**35**
Total HR strength of firm/company (machine operators, technical staff etc.) • If the total HR strength of the individual/ firm/ company over is equal or above **200 employee's** full marks (20 marks) shall be awarded • For less than 200 employees, shall be awarded as: $\frac{\text{Number of Employees}}{200} \times 20$ * **(Signed and Stamped payroll of July 2023, June 2024, July 2024 and June 2025 is mandatory)**	20	
List of Managerial / Supervisory Staff • 15 No. Managerial/ Supervisory employees having Bachelor/Master's degree/required technical degree and 05 years post qualification experience. • 1 marks for each Managerial/Supervisory personnel. ***CV with educational degrees & experience letter of each Managerial/Technical staff personnel is mandatory, otherwise no marks shall be awarded.** ***(Signed and Stamped payroll of July 2023, June 2024, July 2024 and June 2025 is mandatory)**	15	
Total	**100**	**100**
***Only the bids securing minimum 65% marks would be declared technically accepted.**		

G. Award of Contract

2.6.5	Percentage for quantity increase or decrease: Shall be as per PPR 2014
2.6.2	The Performance Guarantee of the contract shall be: *10 percent of the Contract Price*.
2.6.2	The Performance Guarantee shall be in the form of: Bank Guarantee, Bank Call Deposit Receipt(CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque cashier's or certified cheque equal/similar as to Bank Draft.

Section-V: General Conditions of Contract

1. Definitions

In this Contract, the following terms shall be interpreted as indicated:

a. **"Applicable Laws/ Rules"** means the laws/ Rules of Islamic Republic of Pakistan/Punjab, as they may be issued and enforced from time to time.

b. **"Bid Security"** means the bank guarantee or CDR submitted by a Pre-Qualified Bidder together with a bid to secure the obligations of the Pre-Qualified Bidder participating in a bidding proceeding

c. **"Blacklisting"** means debar the Pre-Qualified Bidder to participate in any procurement process on any ground provided in the document and uploaded its status on PPRA website or any other procurement site of the country.

d. **"Pre-Qualified Bidder"** means a Pre-Qualified Original Equipment Manufacturer (OEM), a state-owned enterprise or institution, or a combination of such entities in the form of a joint venture (JV) that may provide(s) the desirables/goods to the Punjab Police under the contract.

e. **"Competent Authority"** means Chief Purchase Officer i.e. Inspector General of Punjab Police & Senior Purchase officer i.e. Addl IGP Logistics & Procurement who acts on behalf of IGP.

f. **"Conflict of Interest"** means:

   i. receiving or giving any remuneration directly or indirectly in connection with the assignment except as providing in the contract;
   ii. any engagement in consulting or other procurement activities of a Pre-Qualified Bidder that conflicts with his role or relationship with the Punjab Police;
   iii. where an official of Punjab Police engaged in the procurement process has a financial or economic interest in the outcome of the process of procurement, in a direct or an indirect

g. **"Company"** means a company registered or deemed to be registered under companies Act, 2018 or under any other authority or foreign company registered in Pakistan.

h. **"Corrupt & Fraudulent Practices"** includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the Pre-Qualified Bidder or Pre-Qualified Bidder in the procurement process or in contract execution to the detriment of the procuring agencies; or

misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among Pre-Qualified Bidder s (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies 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 property of the party to influence the action of the 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 Punjab Police 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 misleads, 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, person 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 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.

i. **"The Contract"** means the agreement entered into between the Punjab Police and the Pre-Qualified Bidder, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
j. **"The Contract Price"** means the price payable to the Pre-Qualified Bidder under the Contract for the full and proper performance of its contractual obligations.
k. **"Day"** and **"Year"** means calendar day/ year.
l. **"The Goods"** means all of the equipment, machinery, and/or other materials which the Pre-Qualified Bidder is required to supply to the Punjab Police under the Contract.
m. **"GCC"** means the General Conditions of Contract contained in this section.
n. **"10% Performance Guarantee of the Contract Amount"** means the bank guarantee or CDR submitted by the Pre-Qualified Bidder to secure obligations under the contract in accordance with the requirement in the bidding document.
o. **"Province"** means Punjab Province.
p. **"The Punjab Police"** means the organization purchasing the Goods & Services, as named in SCC.
q. **"The Punjab Police's Country"** is the country named in SCC.
r. The **"PPRA Rules''** means the Punjab Procurement Rules 2014 amended to date or any other instructions of the Government relating to the procurement process.
s. **"The Project Site"** shall be **CPO Store Chung Lahore or Farooqabad** or any other place directed by the Punjab Police.
t. "**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 Pre-Qualified Bidder covered under the Contract.
u. **"SCC"** means the Special Conditions of Contract.

2. Application

2.1. 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]

3.1. 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.

3.2. 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.

3.3. The origin of Goods and Services is distinct from the nationality of the Pre-Qualified Bidder. In any case, the requirements of rules 10 & 26, PPR-14, shall be followed.

4. Standards

4.1. The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, where 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 Punjab Police.

5.1. The Pre-Qualified Bidder shall not, without the Punjab Police'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 Punjab Police in connection therewith, to any person other than a person employed by the Pre-Qualified Bidder 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.

5.2. The Pre-Qualified Bidder shall not, without the Punjab Police's prior written consent, make use of any document or information except for purposes of executing the Contract.

5.3. Any document, other than the Contract itself, shall remain the property of the Punjab Police and shall be returned (all copies) to the Punjab Police on completion of the Pre-Qualified Bidder's performance under the Contract if so required by the Punjab Police.

5.4. The Pre-Qualified Bidder shall permit the Punjab Police to inspect the Pre-Qualified Bidder's accounts and records relating to the performance of the Pre-Qualified Bidder and to have them audited by auditors appointed by the Punjab Police, if so required

6. Patent Rights

6.1. The Pre-Qualified Bidder shall indemnify the Punjab Police 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 Punjab Police's country.

7. Performance guarantee

7.1. On receipt of the notification of Contract award, the successful Pre-Qualified Bidder shall furnish 10% performance guarantee of

the contract amount to the Punjab Police.

7.2. The proceeds of the 10% performance guarantee of the contract amount shall be payable to the Punjab Police as compensation for any loss resulting from the Pre-Qualified Bidder's failure to complete its obligations under the Contract.

7.3. As per Rule-56 of PPR-14, the 10% performance guarantee of the contract amount shall be denominated in the currency of the Contract acceptable to the Punjab Police and shall be in one of the following forms:

(a) A bank guarantee issued by a reputable bank located in the Punjab Police's country, in the form provided in the Bidding documents or another form acceptable to the Punjab Police

(b) A Bank Guarantee, Bank Call Deposit Receipt(CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque cashier's or certified cheque.

7.4. The 10% performance guarantee of the contract amount will be discharged by the Punjab Police and returned to the Pre-Qualified Bidder not later than thirty (30) days following the date of completion of the Pre-Qualified Bidder 's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC and receipt of NOC from the indenter.

7.5 The 10% performance guarantee of the contract amount shall be verified from the concerned bank and in case of its non-confirmation, the Punjab Police has right to blacklist or take any legal action under PPRA (2014) Rules against such Pre-Qualified Bidder.

7.6 In case the Punjab Police terminates the contract on any ground provided in the bidding documents/contract the 10% performance guarantee of the contract amount may be forfeited.

8. Inspections and Tests

8.1. The Punjab Police 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 Punjab Police. The Punjab Police shall notify the Pre-Qualified Bidder in writing, in a timely manner, of the identity of any representatives nominated for these purposes.

8.2. The inspections and tests may be conducted on the premises of the Pre-Qualified Bidder at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Pre-Qualified

Bidder all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Punjab Police.

8.3. Should any inspected or tested Goods fail to conform to the Specifications, the Punjab Police may reject the Goods, and the Pre-Qualified Bidder shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Punjab Police.

8.4. The Punjab Police's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Punjab Police's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Punjab Police or its representative prior to the Goods' shipment from the country of origin.

8.5. Nothing in GCC Clause 8 shall in any way release the Pre-Qualified Bidder from any warranty or other obligations under this Contract.

9. Packing

9.1. The Pre-Qualified Bidder 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.

9.2. 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 Punjab Police.

10. Delivery and Documents

10.1. Delivery of the Goods shall be made by the Pre-Qualified Bidder in accordance with the terms & conditions specified in the Contract. The details of shipping and/or other documents to be furnished by the Pre-Qualified Bidder are specified in SCC.

10.2. Upon delivery, the Punjab Police shall give receiving certificate to the Pre-Qualified Bidder and "completion certificate along with satisfactory report shall be issued after due inspection which will enable the Pre-Qualified Bidder to put up the bill".

10.4. Documents to be submitted by the Pre-Qualified Bidder are specified in SCC.

11. Insurance

11.1. The Goods supplied under the Contract shall be delivered duty paid and cost, insurance & freight (CIF) under which risk is transferred to the buyer after having been delivered, hence is sellers responsibility. The Pre-Qualified Bidder shall ensure insurance in advance in full on prevailing premium rates at the time of shipment of the Goods on the behalf of the Punjab Police for which the cost is inclusive in the Contract Price.

12. Transportation

12.1 The lowest evaluated Pre-Qualified Bidder is required to provide the desired goods or the related services/works connected with the scope of the specifications as per the contract or required by the Punjab Police or requirement to complete the assignment on a specified place of destination and such related costs shall be included in the Contract Price and cannot be claimed separately in addition to the contractual price.

12.2 The lowest evaluated Pre-Qualified Bidder shall be responsible to complete the given assignment as per the settled specification within the time period decided by the parties and such Pre-Qualified Bidder shall be responsible to handover the goods/desirables at Chung Store, Lahore or Farooqabad Store or any other place as directed by the Punjab Police. No cost what so ever shall be paid to the Pre-Qualified Bidder in any case by the Punjab Police for the transportation or delivery. The Pre-Qualified Bidder shall be responsible of any damage/loss during transportation.

13. Incidental Services

13.1. The Pre-Qualified Bidder may be required to provide any or all of the following services:

(a) satisfactory performance for specified time/ quantity on-site and/or supervision of on-site assembly and/or start-up of 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 Pre-Qualified Bidder of any warranty obligations under this Contract.
(e) training of the Punjab Police's personnel, at the Pre-Qualified Bidder 's plant and/or on-site, in assembly, start-

up, operation, maintenance, and/or repair of the supplied Goods.

13.2. Prices charged by the Pre-Qualified Bidder for incidental services for the Goods provided shall not exceed:
(i) the prevailing rates charged for other parties by the Pre-Qualified Bidder for similar services; and
(ii) original price of goods.

14. Warranty

14.1. The Pre-Qualified Bidder warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models selected by the Punjab Police, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Pre-Qualified Bidder 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 Punjab Police's specifications) or from any act or omission of the Pre-Qualified Bidder, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

14.2. This warranty shall remain valid till the date as mentioned in the contract year/months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract.

14.3. The Punjab Police shall promptly notify the Pre-Qualified Bidder in writing of any claims arising under this warranty.

14.4. Upon receipt of such notice, the Pre-Qualified Bidder 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 Punjab Police.

14.5. If the Pre-Qualified Bidder, having been notified, fails to rectify the defect(s) within the period specified in SCC, within a reasonable period, the Punjab Police may proceed to take such remedial action as may be necessary, at the Pre-Qualified Bidder 's risk and expense and without prejudice to any other rights which the Punjab Police may have against the Pre-Qualified Bidder under the Contract/relevant provision of PPR-14 including Blacklisting.

15. Payment

15.1 The Pre-Qualified Bidder's request(s) for payment shall be made to the Punjab Police in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services

performed, and by documents submitted and upon fulfillment of other obligations stipulated in the Contract.

15.2 As per rule-62 of PPR-14, payments shall be made promptly by the Punjab Police, but in no case later than thirty (30) days after submission of an invoice or claim by the Pre-Qualified Bidder, provided the work is satisfactory.

15.3 The currency of payment shall be in Pak Rupees.

16. Prices

16.1. Prices charged by the Pre-Qualified Bidder for Goods delivered under the Contract shall not vary from the prices quoted by the Pre-Qualified Bidder in its Bid, with the exception of any price adjustments authorized in SCC.

17. Change Orders

17.1 The Punjab Police at any time, by a written order issued to the successful Pre-Qualified Bidder, may make any changes in terms of extension of delivery time after examining the circumstances (if requested by the successful Pre-Qualified Bidder in writing) or increase/decrease in the quantity under PPRA Rules-2014 or require the goods in parts by issuing the separate purchase order without compromising the cost/price of the goods agreed between the parties during the period of the contract.

18. Contract Amendments

18.1. 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.

19. Assignment

19.1. The Pre-Qualified Bidder shall not assign the whole or part of contract to anybody else without prior permission of the Punjab Police.

20. Sub-contracts

20.1. The Pre-Qualified Bidder shall not assign the whole or part of contract to anybody else without prior written permission of the Punjab Police.

21. Delays in the Pre-Qualified Bidder 's Performance

21.1. Delivery of the Goods and performance of Services shall be made by the Pre-Qualified Bidder in accordance with the time schedule prescribed by the Punjab Police in the contract.

21.2. If at any time during performance of the Contract, the Pre-Qualified Bidder should encounter conditions impeding timely delivery of the Goods and performance of Services, the Pre-

Qualified Bidder shall promptly notify the Punjab Police in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Pre-Qualified Bidder's notice, the AIG Procurement shall evaluate the situation and may at its discretion extend the Pre-Qualified Bidder's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties.

21.3. The delay by the Pre-Qualified Bidder in the performance of its delivery obligations shall render the Pre-Qualified Bidder liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the imposition of liquidated damages.

21.4. Delay in provision/delivery of goods by the Pre-Qualified Bidder in accordance with the time schedule prescribed by the Punjab Police shall cause imposition of liquidated damages charges which shall not exceed one-half (0.5) percent per week of contract price. The maximum amount of liquidated damages for the whole of the goods or part thereof shall be 10% of the contract price.

21.5. The Punjab Police's focal person shall conduct visit to the sites in order to monitor progress. The Pre-Qualified Bidder shall not obstruct visit of Punjab Police's focal person and provide full facilitation to such person.

22. Liquidated Damages

22.1 Delay in provision/delivery of goods by the Pre-Qualified Bidder in accordance with the time schedule prescribed by the Punjab Police shall cause imposition of liquidated damages charges which shall not exceed one-half (0.5) percent per week of contract price. The maximum amount of liquidated damages for the whole of the goods or part thereof shall be 10% of the contract price.

23. Termination for Default

23.1. The Punjab Police, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Pre-Qualified Bidder, may terminate this Contract in whole or in part:

(a) If the Pre-Qualified Bidder fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Punjab Police.

(b) If the Pre-Qualified Bidder fails to perform any other obligation(s) under the Contract.

(c) If the Pre-Qualified Bidder, in the judgment of the Punjab Police 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 be as 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, Pre-Qualified Bidder or Pre-Qualified Bidder in the procurement process or in Contract execution to the detriment of the Punjab Police; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among Pre-Qualified Bidder s (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the Punjab Police 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 Punjab Police 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

23.2. In the event the Punjab Police terminates the Contract in whole or in part, the Punjab Police may procure, upon such terms and in such manner as it deems appropriate, Goods similar to those undelivered, and the Pre-Qualified Bidder shall be liable to the Punjab Police for any excess costs for such similar Goods. However, the Pre-Qualified Bidder shall continue performance of the Contract to the extent not terminated.

23.3 In case of termination of the contract by the Punjab Police, the 10% performance guarantee of the contract amount shall be forfeited.

24. Force Majeure

24.1. The Pre-Qualified Bidder shall not be liable for forfeiture of its 10% performance guarantee of the contract amount, 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.

24.2. For purposes of this clause, "Force Majeure" means an event beyond the control of the Pre-Qualified Bidder and not involving the Pre-Qualified Bidder 's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Punjab Police in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. Both, the Punjab Police and the Pre-Qualified Bidder, may agree to exclude certain widespread conditions e.g: epidemics, pandemics, quarantine restrictions etc. from the purview of "Force Majeure".

24.3. If a Force Majeure situation arises, the Pre-Qualified Bidder shall promptly notify the Punjab Police in writing of such condition and the cause thereof. Unless otherwise directed by the Punjab Police in writing, the Pre-Qualified Bidder 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.

25. Termination for Insolvency

25.1. The Punjab Police may at any time terminate the Contract by giving written notice to the Pre-Qualified Bidder if the Pre-Qualified Bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Pre-Qualified Bidder, provided that such termination will not prejudice

or affect any right of action or remedy which has accrued or will accrue thereafter to the Punjab Police.

26. Termination for Convenience

26.1. The Punjab Police, by written notice of seven (07) days to the Pre-Qualified Bidder, or without such notice, 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 Punjab Police's convenience, the extent to which performance of the Pre-Qualified Bidder under the Contract is terminated, and the date upon which such termination becomes effective.

26.2. The Goods that are complete and ready for shipment (if applicable) within thirty (30) days after the Pre-Qualified Bidder 's receipt of notice of termination shall be accepted by the Punjab Police on the Contract terms and prices. For the remaining Goods, the Punjab Police 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 Pre-Qualified Bidder an agreed amount for partially completed Goods and for materials and parts previously procured by the Pre-Qualified Bidder.

(c) All enabling Laws of the land including clauses of PPRA Laws / Rules / Regulations shall be strictly followed in process of procurement or black listing or contract management etc.

27. Resolution of Disputes

27.1. After signing the contract or issuance of purchase order, The Punjab Police and the Pre-Qualified Bidder 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.

27.2. If, after thirty (30) days from the commencement of such informal negotiations, the Punjab Police and the Pre-Qualified Bidder have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the arbitration as per rule 68 of PPR-14.

27.3 Aggrieved party shall submit an appeal against any decision/ act of the Authority (within 30 days) before Senior Purchase Officer who shall entrust the matter to a three members Resolution/Arbitration Committee to examine the case and submit its recommendations before the Senior Purchase Officer within 15

days.

27.4 The affected party can file a revision appeal to the Chief Purchase Officer (within 15 days) against the decision of Senior Purchase Officer after such announcement.

28. Governing Language

28.1. The Contract shall be written in the English language All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language. In case of any other language the authenticated translation dully attested may be added with bid and, in case of any ambiguity the language of original documents shall prevails.

29. Applicable Law

29.1. The Contract shall be interpreted in accordance with the laws of Punjab (Pakistan).

30. Notices

30.1. 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.

30.2. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

31. Taxes and Duties

31.1. Bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Punjab Police.

32. Instructions Regarding Letter of Credit (if applicable)

32.1 L/C request should invariably be sent to Accountant General, Punjab/ Director General Audit & Accounts, (Works), in triplicate. These copies should be clear and legible, otherwise the same may be returned by the State Bank of Pakistan.

32.2 L/C request should be sent to the State Bank through Accountant General, Punjab/ Director General Audit & Accounts (Works) well in time so that it should be established keeping in view the date of shipment/ validity given in the L/C request. Similarly, the L/C request should be sent well in time of the last date of registration of freeing exchange amount against the shipping period of stipulated therein.

32.3 L/C request should contain complete address of the beneficiary.

32.4 The objection raised by the State Bank of Pakistan on L.C. Request/ shipping Documents must be dealt with promptly and

the State Bank informed within three days of the receipt of the objection.

32.5 Whenever the stores are required to be shipped/ delivered by post parcel, there is no need of calling for bill of Lading. It should be clearly laid down in the A/T as well as L/C request that the stores are required to be dispatched by post parcel.

32.6 The name of the Inspection Authority should be clearly mentioned in the A/T as well as L/C request.

32.7 The amount of L/C should always be mentioned in figures as well as words.

32.8 Where the amount of L/C is desired to be increased the validity of L/C should always be extended suitably.

32.9 Where any increase/ decrease in the L/C amount is demanded it should be routed through the Accountant General, Punjab/ Director General Audit & Accounts (Works).

32.10 Where any extension in the shipment/ validity is demanded, it should be made well in advance of the expiry of the extended date of shipment/ validity.

32.11 The authority to change the amount to be increased in foreign exchange allocation for the shipping period in question should be mentioned in the letter demanding increase in the L/C amount.

32.12 The amendment letter of L/Cs should be sent in triplicate like the original L/C request.

32.13 In correspondence with the State Bank, their reference should always be quoted to avoid delay in the disposal of cases.

32.14 Amendments other than those of increase/ decrease in the L/C amount or extension in shipment/ validity may be sent direct to State Bank.

32.15 Request for extension in date of shipment/ validity should be dealt with promptly.

32.16 L/C register to watch the progress of L/C should be maintained.

32.17 The stores imported against L/C. should be got released by the Liaison Officer (Clearance) S&GAD Govt. of the Punjab or the officer/ authority nominated by Government from time to time.

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 1)

The Procuring Agency is: Punjab Police

The Procuring Agency's country is: Islamic Republic of Pakistan.

2. Sample Provision

The Project Site is: as mentioned in the contract/purchase order

3. Country of Origin (GCC Clause 3)

If specifically mentioned in the specifications.

4. 10% performance guarantee of the contract amount (GCC Clause 7)

i. As per rule 56 of PPR-14, the amount of 10% performance guarantee of the contract amount, as a percentage of the Contract Price, shall be 10% of the contract amount.

ii. The 10% performance guarantee of the contract amount shall be retained for to cover the Pre-Qualified Bidder 's warranty obligations or defect liability period in accordance with Clause GCC 15.2

5. Inspections and Tests (GCC Clause 8)

Inspection and tests prior to shipment of Goods and at final acceptance are as follows:

i. The Pre-Qualified Bidder shall afford at his own expenses that authorized person of Punjab Police shall have full and free access at any time during the contract to the Pre-Qualified Bidder 's works. The Pre-Qualified Bidder will make arrangements for the stores or any part thereof, to be inspected at his premises or at any other place. The Pre-Qualified Bidder shall pay all cost connected with such tests and provide without extra charges all materials, tools, labour and assistance of every kind which the authorized person of Punjab Police may consider necessary for any tests and examination other than special or independent tests, and shall pay all cost attendant thereon failing these facilities (in regard to which the authorized person of Punjab Police will be the sole Judge) at his own premises for making the tests. The Pre-Qualified Bidder shall bear all the costs associated

with it. The Pre-Qualified Bidder shall also provide and deliver free of charge at such place as the authorized person of Punjab Police may direct such material, as he may require for testing by chemical or other analysis or independent testing. In the event of such tests being unsatisfactory and resulting in or leading to the rejection of the stores concerned, the cost of the test will be borne by the Pre-Qualified Bidder which is charged by the Laboratory concerned.

ii. The Punjab Police shall have the right to put all sorts of materials forming part of some or any part thereof, to such test as it may think proper for the purpose of ascertaining whether the same are in accordance with the particulars and to cut out or off, and/ or destroy a portion from each delivery for such purpose without prejudice to this right. During test & trail, the specifications as well as compatibility with Punjab Police's sample shall also be checked.

6. Packing

The Pre-Qualified Bidders shall specify make, brand, country of origin and furnish detailed descriptive literature/ catalogue *(where applicable)* along with their offers for respective items.

7. Delivery and Documents

i. Upon shipment, the Pre-Qualified Bidder shall notify the Punjab Police the full details of the shipment, including Contract Number, Description of Goods, Quantity and usual Transport Documents. The Pre-Qualified Bidder shall mail the following documents to the Punjab Police:
ii. Copies of the Pre-Qualified Bidder's invoice showing Goods' description, quantity, unit price, and total amount
iii. 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
iv. Copies of the packing list identifying contents of each package
v. Insurance Certificate
vi. Manufacturer's or Pre-Qualified Bidder 's warranty certificate
vii. Where applicable (Pre shipment/ port/ Punjab Police Delivery site, inspection certificate), issued by the Punjab Police nominated inspection agency, and the Pre-Qualified Bidder 's factory inspection report (Inspection type depends on the nature of procurement and volume of procurement)
viii. Certificate of origin.
ix. The required goods are required as per given specifications and approved sample or is specifically described in bidding documents. In case of any confusion/ambiguity in qualifying criteria of inspection, the contents of the specifications will prevail as knock out criteria.

x. In case, the approved sample is obsolete by OEM and upgraded model is available in the market, then it will be at the discretion of Punjab Police to accept the goods with same financial proposal.

8. Insurance

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 marine and inland insurance coverage is sellers responsibility. Since the Insurance is seller's responsibility they may arrange appropriate coverage. The Pre-Qualified Bidder shall ensure insurance in advance in full on prevailing premium rates at the time of shipment of the Goods on the behalf of the Punjab Police for which the cost is inclusive in the Contract Price.

9. Incidental Services

If specifically mentioned in the specifications.

10. Warranty

The offers of warranted products and after sales service would be given preference and the same should clearly be mentioned in the bids. The period of warranty/after sales service shall be as per specification/purchase order and starts from the date of goods/ items delivery. The Pre-Qualified Bidder shall be bound to immediately replace/repair the defective goods/ items or provide after sales service without any charges.

11. Provision of Sample

The Pre-Qualified Bidders have to deposit their sample/s immediately after the tender opening or before the opening date of technical bids at Telecommunications Store Qurban Lines, Lahore. No further extension in submission of samples shall be provided.

12. Payment

The method and conditions of payment to be made to the Pre-Qualified Bidder under this Contract shall be followed as mentioned in this bidding document/contract.

13. Payment for Goods supplied:

i. The authorized person of the Punjab Police shall issue a satisfactory performance certificate to the Pre-Qualified Bidder on the completion of the such work/ delivery of goods entrusted to him through the contract by the Punjab Police.
ii. On basis of this completion certificate the Pre-Qualified Bidder shall claim the payment from the Punjab Police.

iii. The Punjab Police shall make prompt payments to the Pre-Qualified Bidder against the invoice or running bill on satisfactory performance within the time given in the conditions of the contract which shall not exceed thirty days.

14. Prices

Prices shall be fixed and shall not be adjusted.

15. Liquidated Damages

15.1 The rate of the liquidated damages shall-not exceed one-half (0.5) percent per week of contract price. The maximum amount of liquidated damages for the whole of the goods or part thereof shall be 10% of the contract price.

15.2 The Pre-Qualified Bidder who refuses to pay liquidated damages or delays supplies shall be blacklisted. The Punjab Police shall make payment of the balance amount after deduction of liquidated damages.

15.3 Recovery of the liquidated damages may be affected from the payments due to the Pre-Qualified Bidders from other purchases being carried out in Punjab Police.

15.4 The question of refund of liquidated damages may be taken up with Senior Purchase Officer (within 15 days) 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.

15.5 After imposition of Liquidated damages, the firm can prefer an application to the relevant authority within 15 days to review the decision.

16. Resolution of Disputes

The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

i. As per rule-68 of PPR-14, in the case of a dispute between the Punjab Police and the Pre-Qualified Bidder, the dispute shall be referred for Arbitration Committee.

ii. After signing of procurement contract any dispute between parties of the contract shall be settled through a dispute resolution/ arbitration committee (that shall be Notified or already Notified). Method of resolution would be as under: -

   a. Aggrieved party shall submit an appeal against any decision/ act of the Authority (within 30 days) before Senior Purchase Officer who shall entrust the matter to a three members Resolution/Arbitration Committee to examine the case and submit its recommendations before the Senior Purchase Officer within 15 days.
   b. The affected party can file a revision appeal to the Chief Purchase Officer (within 15 days) against the decision of Senior Purchase Officer after such announcement.

17. Governing Language

The Governing Language shall be: English

18. Applicable Law

The Contract shall be interpreted in accordance with the laws applicable in the jurisdiction of the province of Punjab (Pakistan):

19. Notices

Punjab Police's address for notice purposes: The Assistant Inspector General of Police (AIG), Procurement, Punjab, 3rd Floor, Church Road, Central Police Office, Lahore.

20. Bid Validity

The bid validity time/period will be till the closure of financial year. In case of any fraud, false document or discrepancy the Punjab Police reserves the right to initiate a legal proceeding and forfeiting bid security/ 10% performance guarantee of the contract amount including blacklisting of the Pre-Qualified Bidder as per procurement procedure/PPR-2014 (amended time to time).

21. Termination

The Punjab Police has the right to scrap the procurement process at any stage before the signing of the contract or to terminate the contract as per his convenience without prior notice or by written notice of seven (7) days. The duration of the contract shall be decided at the time of contract signing, the contact may be for a specific period till the successful completion of the assignment or more or less. In addition to the contract, in case of extended contract, work order shall be issued to the Pre-Qualified Bidder for a specific good without compromising the rates in accordance with the applicable laws and such work order shall be terminated on its time completion or prior to that as per covenant of Punjab Police.

22. Firm/Individual Details

Bidder s shall submit complete details of their firm/individual, offices, workplaces, and staff along with postal address, Phones / Fax numbers, E-mail and Website information.

23. Documentation Standards

Any erasing/ cutting/ crossing etc. appearing in the offer shall not be allowed and bid shall be considered rejected. Moreover, all pages to the bidding documents must also be properly signed.

24. Affidavit

An affidavit minimum of Rs.100 should be provided by the Pre-Qualified Bidders that their firm/individual has never been blacklisted by Government of Punjab/Pakistan or any Province of Pakistan.

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25. Tax Certificate

The Pre-Qualified Bidder s should specifically indicate their NTN / GST No. and Circle of the Income Tax Department. Latest Tax return submitted must be included as a proof that the firm is presently a Tax paying business.

26. Violation of Standard Specifications

Goods/ items found not according to the standard specifications will be rejected at the cost of the Pre-Qualified Bidder and may also result in forfeiture of security and blacklisting the firm/individual.

27. Contract Amendments

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. However, in such eventuality the Pre-Qualified Bidder / Pre-Qualified Bidder shall write to the Punjab Police well in time but not later than seven days of such occurrence/ development and thereafter Punjab Police may consider that application of amendment and decide it keeping in view the Value for Money. Nevertheless, the offered item/ good should not be inferior to the specification set forth in the bidding documents and any cost/ price escalation shall not be acceptable. Save as above any other conditions of the contract may be discussed and amended with the mutual agreement of both parties without amendment in the value of the contract.

28. Assignment

The Pre-Qualified Bidder shall not assign, in whole or in part, its obligations to any other person/ agent/ sub-agent/ Pre-Qualified Bidder or dealer to perform under this Contract, except with the Punjab Police's prior written permission.

Rejection: If any goods/ items are rejected, the Punjab Police shall be at liberty to: -

i. Allow the Pre-Qualified Bidder to resubmit goods/ items in replacement of those rejected within a time specified by the Punjab Police, the Pre-Qualified Bidder bearing the cost of freight on such replacement without being entitled to any extra payment.

ii. Buy the quantity of the goods/ items rejected or others of a similar nature elsewhere as stated in above clauses at the risk and cost of the Pre-Qualified Bidder / Pre-Qualified Bidder without effecting the Pre-Qualified Bidder's liability as regards supply of any further consignment due under the contract.

iii. Terminate the contract and recover from the Pre-Qualified Bidder / Pre-Qualified Bidder's loss, the Punjab Police thereby incurs.

iv. The decision of the Authorized officer of Punjab Police as regards rejection as aforesaid shall be final and binding on the parties. The Pre-Qualified Bidder / Pre-Qualified Bidder shall not be entitled to any gain on repurchase.

v. Bidders should note that if the goods/items inspected and released by the specified person of the Punjab Police are rejected by the actual user/consumer and on re-inspection of such goods by the Punjab Police in the presence of Pre-Qualified Bidder / Pre-Qualified Bidder's representative it is concluded that rejection is justified in terms and conditions of the contract the goods stand rejected and shall be replaced by the Pre-Qualified Bidder/Bidder at his own risk and cost failing which the goods shall be purchased at his risk and expense.

Section-VII. Schedule of Requirements

Schedule of requirement shall be incorporated in the contract as well as purchase order. The procurement shall be made in accordance with single stage - two envelope under PPR 14. Delivery period shall be start from the date of issuance of contract.

Section-VIII: Sample Forms
8.1 Bid Form

[To be signed & stamped by the Goods Provider and reproduced on the letter head. To be attached with the Bid and with the Financial Bid, in case of Single Stage Two Envelope Procedure]

Date: _____

To: [name and address of Punjab Police]

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, 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, specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Punjab Police.

We agree to a Bid by this Bid for a period of *[number]* days from the date fixed to Bid opening under Clause 2.3.8 of the Instructions to Pre-Qualified Bidder s, and it shall remain binding upon us and 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.

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 Pre-Qualified Bidder

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

c) Copy of bid security form along with copy of financial instruments *[to be decided by the Punjab Police i.e. Bank Guarantee / Bank call-deposit (CDR) / Demand Draft (DD) / Pay Order (PO) or Banker's cheque]* valid for …… ( ) Days, beyond the validity of Bid in the manner as prescribed on the bid security form **8.12**.

d) Any other document required by the Punjab Police 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) Financial Bid Form (as per **form 8.9**) to be reproduced on the letter head of the Pre-Qualified Bidder duly signed and stamped.

~~e)~~ Original Bid security form (as per **form 8.12**) along with Original financial instrument *i.e. Bank Guarantee / Bank call-deposit (CDR) / Demand Draft (DD) / Pay Order (PO) or Banker's cheque equa;/similar as to Bank Draft~~]~~, valid for a minimum period of six months.

d) *Any other document required by the Punjab Police not inconsistent with PPR-14.*

8.2 Sample Collection Form

To be filled by Technical Committee of Punjab Police				
Name of Item	**Make/Model**	**. Quantity**	**Detail/observation**	**Date of Submission**
Punjab Police Department(Representative)				
To be filled by Pre-Qualified Bidder /Bidder				
Name of Item	**Make/Model**	**Batch No.**	**Clarification of the Observation**	**Dated**
Signature of Pre-Qualified Bidder				

8.3 Manufacturer's Authorization Form

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

[See Clause 2.3.6 (iii) of the Instructions to Pre-Qualified Bidder s.]

To: *[name of the Punjab Police]*

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 goods offered for supply by the above firm against this Invitation to Bids.

_____

[Signature for and on behalf of Manufacturer]

Note: 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 Pre-Qualified Bidder in its Bid.

8.4 Pre-Qualified Bidder Profile Form

[To be signed & stamped by the Pre-Qualified 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) Audited Financial Statement (Last 03 Years) Attachment / Income Acti

Yes	No

b) Details of Experience (Last Five Years)

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

c) Staff Detail with Signed and Stamped payroll of July 2023, June 2024, July 2024 and June 2025

Yes	No

8.5. General Information Form

[To be signed & stamped by the Pre-Qualified Bidder and reproduced on the letter head. To be attached with 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 Office Address		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 Punjab Police]* of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the *[name of Punjab Police]*. The undersigned further affirms on behalf of the firm that:

(i) The firm is not currently blacklisted by the Punjab Police.

(ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.

(iii) Affidavit for correctness of information.

(iv) **********omitted******

[Name of the Pre-Qualified Bidder / Pre-Qualified Bidder / Pre-Qualified Bidder] 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 be signed & stamped by the Pre-Qualified Bidder and reproduced on the letter head. To be attached with Technical Bid]

To,

[name and address of the Punjab Police]

WHEREAS (Name of the Pre-Qualified Bidder / Pre-Qualified Bidder) _____ hereinafter called "the Pre-Qualified Bidder " 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 Pre-Qualified Bidder shall furnish you with a bank guarantee by a scheduled bank for the sum specified therein as security for compliance with the Pre-Qualified Bidder 's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Pre-Qualified Bidder a Guarantee;

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Pre-Qualified Bidder , 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 Pre-Qualified Bidder 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 _____, 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 Pre-Qualified Bidder and reproduced on the letter head. To be attached with Technical Bid]

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

Stamp & Signature of Pre-Qualified Bidder _____

8.9 Financial Bid Form

[To be signed & stamped by the Pre-Qualified Bidder and reproduced on the letter head.

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 words)
		As per approved specifications of Police Department						
Total price in figures								
Total price 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.

Stamp & Signature of Pre-Qualified Bidder _____

8.10. Contract Form

In confirmation to letter ***No. PG/----/SPO, dated --------***

CONTRACT BETWEEN
Punjab Police Department and *M/s----------.*
This agreement is executed on_____

1.	Contract No.	**No. /SPO**
2.	Bidder 's Name & Address.	***M/s ---------.***
3.	Bidder 's reference.	***----, Dated -------***
4.	Bidder 's Sales Tax No.	***-----***
5.	Indentor's Name & Address.	***AIG/Logistics, CPO, Punjab, Lahore.***
6.	Indentor's Indent No. & Date	***-------, dated ----------.***
7.	Particulars of Stores.	

ITEM	DESCRIPTION OF STORES SPECIFICATIONS	Quantity	RATE PER UNIT IN RS.	TOTAL VALUE IN Rs.
1	**----** *(As per approved sample and specifications).*	--	-- (*Including* all taxes whatsoever)	-- *(---------- only)*

8.	Name and Address of Consignee.	***AIG/Logistics, CPO, Punjab, Lahore on behalf of the Inspector General of Police, Punjab, Lahore.***
9.	Dispatch Instructions.	***Free Delivery to consignee's end.***
10.	Inspection Authority.	***AIG/Logistics, CPO, Punjab, Lahore.***
11.	Technical Officer.	***DIG/ Technical Procurement, Punjab, Lahore***
12.	Delivery Schedule.	***-------- or earlier.***
13.	Place of Delivery.	***CPO Store Chung, Lahore.***
14.	Payment.	***100% Payment will be made through A.G. Punjab (Supply Section) Lahore on prescribed bill form against Inspection / receipt Certificate.***
15.	Part Payment/Part Supply	***Not allowed.***
16.	Warranty	***--.***

17. **SPECIAL INSTRUCTIONS.**

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

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

(c). The Pre-Qualified Bidder 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 Pre-Qualified Bidder 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 Pre-Qualified Bidder 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 Pre-Qualified Bidder is required to send specimen signatures (in triplicate) of his authorized representative who is competent to sign the bills and receive payment on his behalf for onward transmission to Audit Officer duly attested by the Purchase Officer to enable the Audit Office to verify whether payment has been received by an

authorized representative of the Pre-Qualified Bidder. Any enhancement in price due to any reason shall be borne by the Pre-Qualified Bidder. The change of the Pre-Qualified Bidder 's representative authorized to sign bills and receive payments, etc. should be promptly reported by the Pre-Qualified Bidder to the Audit Officer as well as to the purchase officer failing which the entire responsibility for wrong payment shall lye on the Pre-Qualified Bidder.

(h) Pre-Qualified Bidder(s) shall 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 Pre-Qualified Bidder 's representative. If it is concluded that rejection is justified in terms and conditions of contract, stores shall stand rejected and shall be replaced by the Pre-Qualified Bidder 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 Pre-Qualified Bidder fails to adhere to the delivery schedule and intends to seek extension thereof, it will be the sole discretion of the Punjab Police either to grant or refuse extension in delivery period, on the basis of justification/reasoning provided by the Pre-Qualified Bidder . The question of refund of liquidated damages may be taken up with Senior Purchase Officer (within 15 days) on the representations of the affected party and refund in full or part thereof, may be allowed on merits having regard to condoning circumstances obtaining in the case. Before, making the refund, the Pre-Qualified Bidder concern should be required to give an undertaking (in writing) to the effect that the decision is acceptable to him and that it shall not be subject to any legal proceedings or arbitration at a later date.

18. **SECURITY**.

Bank Guarantee No. -------, dated ---- amounting to Rs.----/- (---------- only) as 10% performance guarantee of the contract amount has been obtained as security for successful completion of the contract. In case the Pre-Qualified Bidder fails to execute the contract satisfactorily, the amount of security shall be forfeited including Black listing of the firm/individual. The Punjab Police also reserves the right to purchase the material from elsewhere without any notice at the risk and cost of the defaulting Pre-Qualified Bidder . Further the bidding documents shall part of contract.

----------,
----------.
(Bidder)

Senior Purchase Officer/
Addl: IGP/Logistics & Procurement,
for Provincial Police Officer/IGP,
Punjab, Lahore.

8.11. Purchase Order Form

OFFICE OF THE
PPO/IGP/CHIEF PURCHASE OFFICER,
POLICE DEPARTMENT,
GOVERNMENT OF THE PUNJAB

Purchase Order /Commitment Form

To: ***M/s ---------,***
----------.

	DDO Name:	AIG/Logistics, CPO, Punjab, Lahore.	**Purchase Order No.** ***/SPO***
1.	**DDO Reference No:**	***LO -----***	**Date**
2.	**Division / Department:**	Punjab Police	

3.	Bidder 's reference.	***--------, dated --------***
4.	Bidder 's Sales Tax No.	***---------***
5.	Indentor's Name & Address.	***AIG/Logistics, CPO, Punjab, Lahore.***
6.	Indentor's Indent No. & Date	***----------, dated -------***
7.	Particulars of Stores.	

ITEM	**DESCRIPTION OF STORES SPECIFICATIONS**	**Quantity**	**RATE PER ---- IN RS.**	**TOTAL VALUE IN Rs.**
	------- *(As per approved sample and specifications).*	----	------ (*Including* all taxes whatsoever)	-------- *(---------- only)*

8.	Name and Address of Consignee.	***AIG/Logistics, CPO, Punjab, Lahore on behalf of the Inspector General of Police, Punjab, Lahore.***
9.	Dispatch Instructions.	***Free Delivery to consignee's end.***
10.	Inspection Authority.	***AIG/Logistics, CPO, Punjab, Lahore.***
11.	Technical Officer.	***DIG/ Technical Procurement, Punjab, Lahore***
12.	Delivery Schedule.	***-------- or earlier.***
13.	Place of Delivery.	***CPO Store Chung, Lahore.***
14.	Payment.	***100% Payment will be made through A.G. Punjab (Supply Section) Lahore on prescribed bill form against Inspection / receipt Certificate.***
15.	Part Payment/Part Supply	***Not allowed.***
16.	Warranty	*--*

17. **<u>SPECIAL INSTRUCTIONS.</u>**

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

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

any delay so caused.

(c). The Pre-Qualified Bidder 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 Pre-Qualified Bidder 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 Pre-Qualified Bidder 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 Pre-Qualified Bidder is required to send specimen signatures (in triplicate) of his authorized representative who is competent to sign the bills and receive payment on his behalf for onward transmission to Audit Officer duly attested by the Purchase Officer to enable the Audit Office to verify whether payment has been received by an authorized representative of the Pre-Qualified Bidder . Any enhancement in price due to any reason shall be borne by the Pre-Qualified Bidder. The change of the Pre-Qualified Bidder 's representative authorized to sign bills and receive payments, etc. should be promptly reported by the Pre-Qualified Bidder to the Audit Officer as well as to the purchase officer failing which the entire responsibility for wrong payment shall lye on the Pre-Qualified Bidder .

(h) Bidder s shall 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 Pre-Qualified Bidder '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 Pre-Qualified Bidder 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 Pre-Qualified Bidder fails to adhere to the delivery schedule and intends to seek extension thereof, it will be the sole discretion of the Punjab Police either to grant or refuse extension in delivery period, on the basis of justification/reasoning provided by the Pre-Qualified Bidder . The question of refund of liquidated damages may be taken up with Senior Purchase Officer (within 15 days) on the representations of the affected party and refund in full or part thereof, may be allowed on merits having regard to condoning circumstances obtaining in the case. Before, making the refund, the Pre-Qualified Bidder concern should be required to give an undertaking (in writing) to the effect that the decision is acceptable to him and that it shall not be subject to any legal proceedings or arbitration at a later date.

18. **SECURITY**.

Bank Guarantee No.---------, dated ---------- amounting to Rs.----------/- (---------- only) as 10% performance guarantee of the contract amount has been obtained as security for successful completion of the contract. In case the Pre-Qualified Bidder fails to execute the contract satisfactorily, the amount of security shall be forfeited including Black listing of the firm/individual. The Punjab Police also reserves the right to purchase the material from elsewhere without any notice at the risk and cost of the defaulting Pre-Qualified Bidder . Further the bidding documents shall be part of contract.

Senior Purchase Officer/
Addl: IGP/Logistics & Procurement,
for Provincial Police Officer/IGP,
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--------A03906-Uniform & Protective Clothing" for the financial year 2025-2026. 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:- AIG/Logistics, CPO, Punjab, Lahore.
4. INDENTOR: AIG/Logistics, CPO, Punjab, Lahore.
5. CONSIGNEE: AIG/Logistics, CPO, Punjab, Lahore on behalf of the Inspector General of Police, Punjab Lahore

He should keep in touch with the Pre-Qualified Bidder 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. AIG/Logistics, DDO/CPO on behalf of the IGP/Punjab, Lahore (Accountant CPO).
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.

8.12. Bid Security Form

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

Whereas *[name of the Pre-Qualified Bidder]* (hereinafter called "the Pre-Qualified Bidder") has submitted its Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the goods]* (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called "the Bank"), are bound unto *[name of Punjab Police]* (hereinafter called "the Punjab Police") in the sum of for which payment well and truly to be made to the said Punjab Police, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____.

THE CONDITIONS of this obligation are:

1. If the Pre-Qualified Bidder withdraws its Bid during the period of Bid validity specified by the Pre-Qualified Bidder on the Bid Form; or

2. If the Pre-Qualified Bidder, having been notified of the acceptance of its Bid by the Punjab Police during the period of Bid validity:

   (a) fails or refuses to execute the Contract Form, if required; or
   (b) fails or refuses to furnish the 10% performance guarantee of the contract amount, in accordance with the Instructions to Pre-Qualified Bidder s;

we undertake to pay to the Punjab Police up to the above amount upon receipt of its first written demand, without the Punjab Police having to substantiate its demand, provided that in its demand the Punjab Police will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

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 bank]

8.13. Specification Form
(To be filled by Pre-Qualified Bidder)

Sr. No.	Item Name	Specification Dimensions

8.14. Delivery & Completion Schedule

[In case of multiple contacts; separate table shall be used for each lot.]

The delivery period shall start as of _____.

Item No.	Description of Goods	Delivery Schedule (Duration)	Location	Required Arrival Date of Goods

8.15. Affidavit

(To be filled on Rs.100 Stamp Paper)

Integrity Pact

We____(Name of the Pre-Qualified Firm/JV) being the first duly sworn on oath submit, that Mr. / Ms.____(if participating through agent / representative) is the agent / representative duly authorized by___(Name of the Pre-Qualified Firm/JV company)___hereinafter called the Contractor to submit the attached bid to the _____(Name of the Purchaser)____Affiant further states that the said M/s (Bidding Firm/Company Name) has not paid, given or donate or agreed to pay, given or donate to any line officer or employee of the ___(Name of the Purchaser) any money or thing of value, either directly or indirectly, for special consideration in the letting of the contract, or for giving under advantage to any of the Pre-Qualified Firm/JV in the bidding and in the evaluation and selection of the Pre-Qualified Firm/JV for contract or for refraining from properly and thoroughly maintaining projects implementations, reporting violation of the contract specification or other forms of non-compliance.

_____

Signature & Stamp

Subscribed and sworn to me this _____day of _____

_____Notary Public

Section IX- Check List

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

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

Sr. #	Detail	Responsive	Non-responsive
1	3% Bid Security of Estimated Price. The soft copy of the bid security must be uploaded on e-PADS and hard copy must be submitted in Police Department		
2	All required samples (if demanded) are being submitted in *[name of the Punjab Police]* sample store.		
3	Active Registration with Income Tax Authorities (National Tax Number NTN)		
4	Copy of active Registration with Sales Tax Authorities (STRN)		
5	Copy of active Registration (Professional Tax Certificate)		
6	Registration of the Pre-Qualified Bidder with relevant forums / organizations (Registrar of Firms).		
7	Similar nature having similar cost or above have been performed / executed in public organization during last 03 years (certificate duly signed by gazetted officer attached).		
8	General Information Form (as per **form 8.5** of Bidding documents) on letter head of the firm duly signed and stamped.		
9	An affidavit on **stamp paper of Rs.100**/- or above submitting following clauses: i. That the maintenance of goods and replacement of defective parts **under warranty** shall be done. ii. That neither the firm/individual has been **blacklisted** on any grounds whatsoever or is being proceeded against or is involved in litigation. This certificate shall remain operative till the finalization of the procurement. iii. That the all submitted photocopies of all the requisite attached documents are genuine and correct to the best of my knowledge. Any documents found fake during any stage of procurement shall lead to cancellation of my e-bid along with proceeding as per PPRA rules.		
10	Last three (03) years Audited Financial Statements		
11	OEM/Authorized Agent /Dealership Authorization certificate.		

12	Integrity pact duly signed and stamped as per standard forms attached with bidding document.		

SPECIFICATION OF STITCHED UNIFORM (SPU)

CHEMICAL / TECHNICAL PROPERTIES OF FABRIC

Sr.	Parameters	Standard	Specification
1.	Count of Fabric	ASTM-D 1059	20/1 x 16/1 + 5% (combed, other fail)
2.	Finish construction	ASTM-D 3775	110 x 65 +5%
3.	Weave		Ripstop 2/1
4.	Weight	ASTM-D 3776	230 gsm to 244 gsm
5.	Composition	AATCC-20 20A	65% +- 3 Cotton, 35% +- 3 Polyester
6.	Dyes	ISO-16363	Vat + Disperse
7.	Color Fastness to Washing	AATCC-61 3A	Color Change : 4 or better
			Staining on Cotton : 4 or better
			Staining on Polyester : 4 or better
8.	Color Fastness to Chlorine Bleach	ISO-105 No 1	Color Change : 4 or better
9.	Color Fastness to Dry Cleaning	AATCC-132	Color Change : 4 or better
10.	Color Fastness to Crocking	AATCC-8	Dry : 4 or better
			Wet : 3-4 or better
11.	Color Fastness to Perspiration and light	AATCC-125 (20AFU)	Color Change : 4 or better
12.	Dimensional Stability	AATCC 135 (A/3 wash)	warp ± 2.5%
			weft + 2.5%
13.	Change in Skew	AATCC 179 (Option-1)	± 3%
14.	Tensile Strength	ASTM-D5035 2R	Warp 1000 N (min.)
			Weft 700 N (min.)
15.	Tear Strength	ASTM-D 1424	Warp 35 N (min.)
			Weft 32 N (min.)
16.	Pilling Resistance	ASTM-D 4970 @ 5000 cycles	3-4 or better
17.	Smoothness Appearance	AATCC-124 (A/10 Wash & Iron)	3 or better
18.	Seam Slippage	ASTM-D 1683	<6 mm at 10 ibs
19.	Formaldehyde	ISO 14184-1	<75 ppm
20.	Vertical Wicking of Textile	AATCC-197	> 2 inch at 30 mints
21.	PH value	AATCC-81	4.5 to 7.5
22.	APEO	Alkyl Phenol Ethoxylates	< 100 mg/kg
23.	MMT (Moisture Management)	AATCC-195	0.5 or above
24.	AP (Air Permeability)	BSEN ISO-9237	30mm/sec and above
25.	Azo		azo free
26.	Color	LAB Values: L*:31.44, A* 2.07, B* -1.64 (QTX file will also be shared in soft copy)	Spectrophotometer: CMC 1.0 max. Primary light D65 and Secondary light TL84

for Inspector General of Police
Punjab Lahore

DIG/Logistics & Procurement
CPO, Punjab, Lahore.

Deputy Director
Special Protection Unit (SPU)
Punjab Police

Strategic Planning Un

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(A) CONSTRUCTION/STITCHING PATTERN OF SHIRT.

The shirt shall be made with an open front with concealed buttons and button holes, placed at equal distance from one another. Button hole shall be corresponding to the size of the button i.e., 1.75 cm (0.69"). The shirt shall have one piece back with yoke, with two piece pointed lapel paper fused collar, two shoulder straps and two side straps at waist.

The chest pockets shall be 20 cm (7.87") from the shoulder seam. The pocket flaps shall be rectangular made of same material and interlined with fine paper fusing 5.5" in width and 2.25" in depth and fastened with DTM Velcro. Pocket mouth shall be finished with 02 cm hem and bar tacked.

The front strip shall have concealed buttons and button holes. Button hole shall be provided at left side underneath the shirt on separately stitched facing of the same material as the shirt. Button shall be provided corresponding to button holes inside the right seam. All raw edges will be secured with over-locking. Front button strip shall have 03 bar tacks. First bar tack shall be on the start of the strip, second slightly below the center and third at the end of the strip.

The shirt shall be stitched with machine stitching using perm spun DTM sewing thread regulated to have not less than nine (9) stitches not more than eleven (11) stitches per 2.5 cm. All the stitching shall be of even tension throughout and loose ends shall be securely fastened off. The shirt shall be finished with lap seam at arm hole sleeve and side of body and supplemented through over lock safety. The dimensions of arm-hole should be corresponding to respective chest measurement. Elbow patch shall be stitched at sleeve as per pattern and below the elbow. Sleeve with cuff and button pleat shall be fastened by means of DTM Velcro. Average length of the shirt shall be 1cm short of 1st of the two thumb knuckles.

The shoulder straps shall be interlined with finest quality of stiff fuse buckram to hold the metal ranks. The length of straps shall be 2 cm longer than distance between shoulder point and the button towards neck. All seams and loose ends should be secured by over-locking, using the same perm spun DTM sewing thread.

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

DIG/Logistics & Procurement
CPO, Punjab, Lahore.

DSP/Addl. Director Admin
Special Protection Unit (SPU)
Punjab Police

Strategic Planning U

The buttons when stitched with sewing machine, shall not be less than total 18 x stitches. Button holes shall be made by machine only. The number of stitches per 2.5 cm shall not be less than 25 for button holes. One spare buttons will be stitched on bottom inside of front seam with button holes. A pair of under arm grommet on each side shall be placed for ventilation.

i. Name Plate

The Name Plate shall be made of same DTM cloth used for the shirt and will be 2.5 cm wide and of the size of the width of pocket mouth and is to be fixed with DTM Velcro patch stitched on right side above flap of chest pocket. The name of the district and number, in case of junior ranks, shall be embroidered on the plate of similar size and fixed with DTM Velcro, above the left pocket in the same manner as the name plate. The height of letters shall be 1.25 cm. In case of officers of senior ranks, the medal ribbons shall be worn above the left breast pocket, affixed with DTM Velcro. The vendor shall affix plus and minus DTM Velcro to follow above instructions.

ii. Flag of Pakistan and Arm Badge

The Flag of Pakistan, 6 cm in length and 4 cm in width, as per pattern as shown in **illustration No. 1-A,** shall be worn, 2 cm below the shoulder strap. The flag of Pakistan shall be affixed by means of DTM Velcro strip. The Special Protection Unit (formation sign) arm badge of the approved pattern shall be worn, 2 cm below the flag. It shall be made from red, blue and grey color cloth. The arm badge shall be hexagon in shape 3.8" inch from top to bottom, 3" inch left to right upper tip, 2.5" mid left to right, 3" inch bottom left to right. Arm badge will contain "Punjab Police" badge of 4.5 cm diameter in the lower middle area with word Punjab Police embroidered at upper periphery and "Special Protection Unit" embroidered in the lower periphery. This badge shall be embroidered in silver and golden threads, as per the approved pattern as shown **in illustration No.1-B**. The shirt is shown in **illustration No.2 and 3.**

(B) CONSTRUCTION/STITCHING PATTERN OF TROUSERS.

The 6 pocket trousers shall have two sewn front pleats (dots) as shown in the illustration. The trouser shall also have two cross pockets as per approved

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

DIG/Logistics & Procurement
CPO, Punjab, Lahore.

SSP/Addl. Director Admin.
Special Protection Unit (SPU)
Punjab Police

Strategic Planning Unit
CPO Lahore
3/7

pattern and illustration. It shall also have two cargo pockets at thigh having two reverse pleats each and one rectangular flap. The flap shall be fastened by means of DTM Velcro. There shall be two hip pockets with button with an opening of 13 cm each jetted to button through. Knee patch and seat patch, shall be provided as shown in the illustration. Leg seam is to be pressed in the middle and shall not have crease like a regular trousers. Side Seam shall be of double stitching. Inner seam shall be safety over locked.

The waist band shall be 1.75" broad. Three pointed loops at waist band shall be provided having button hole for belt of a width of 5.5 cm. Three buttons shall be stitched on trousers corresponding to the button hole of these loops.

Front fly with four buttons of 1.8 cm and button holes, corresponding to button holes at waist should be provided. Top button at waist band shall be open.

Bottom of trousers shall have sleeve of 1" wide filled and sewn with fine quality elastic to ensure stretchable medium grip at ankle. All raw edges of the material of trousers shall be secured by over-locking with perm spun DTM sewing thread.

The trousers shall be stitched with machine stitching using perm spun DTM sewing thread regulated at not less than 9 x stitches and not more than 11 x stitches per 2.5 cm (0.98"). All stitches shall be of even tension throughout and loose/free ends shall be securely fastened.

The trousers are shown in ***illustration No.4.***

Note: Technical Committee shall convene a pre-production meeting with the successful bidder to discuss minor changes in styling / sizing etc. if required.

for Inspector General of Police
Punjab, Lahore

DIG/Logistics & Procurement
CPO, Punjab, Lahore.

Strategic Planning Unit
CPO Lahore

SSP/Addl. Director Admin.
Special Protection Unit (SPU)
Punjab Police

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Illustration No.1-A

Illustration No.1-B

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

Strategic Planning Unit
CPO Lahore

DIG/Logistics & Procurement
CPO, Punjab, Lahore.

SSP/Addl. Director Admin.
Special Protection Unit (SPU)
Punjab Police

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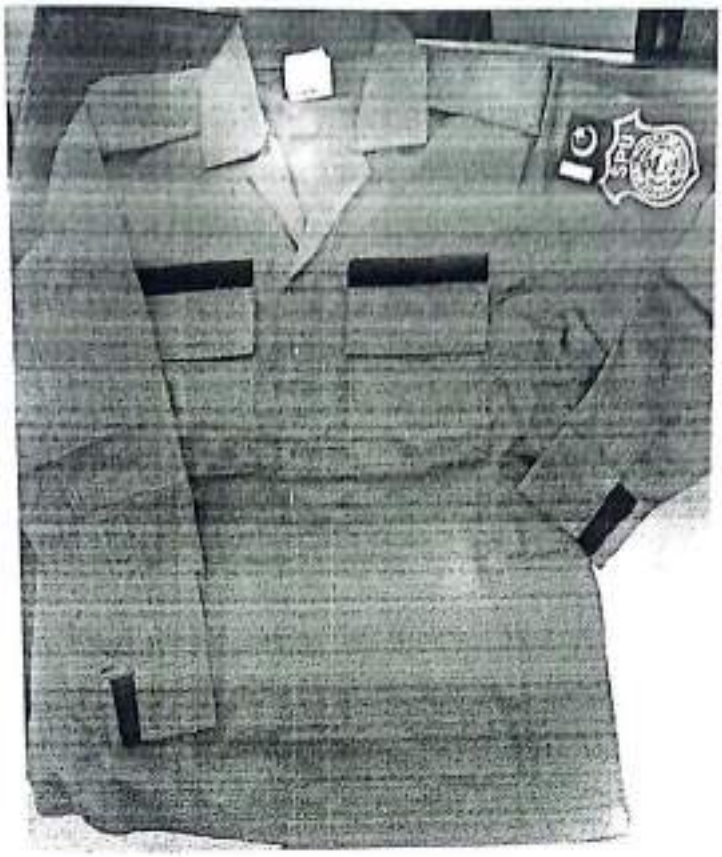
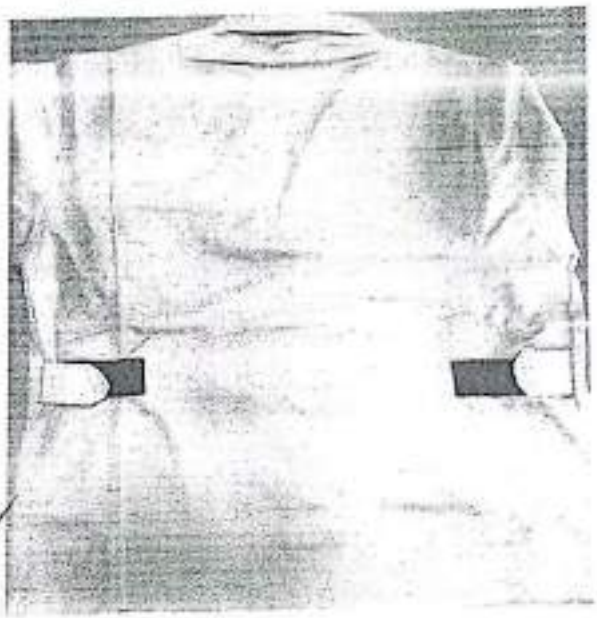


Illustration No.2



for Inspector General of Police
Punjab, Lahore

Strategic Planning Unit
CPO Lahore

Illustration No.3

DIG/Logistics & Procurement
CPO, Punjab, Lahore.

SSP/Addl Director Admin.
Special Protection Unit (SPU)
Punjab Police

CamScanner

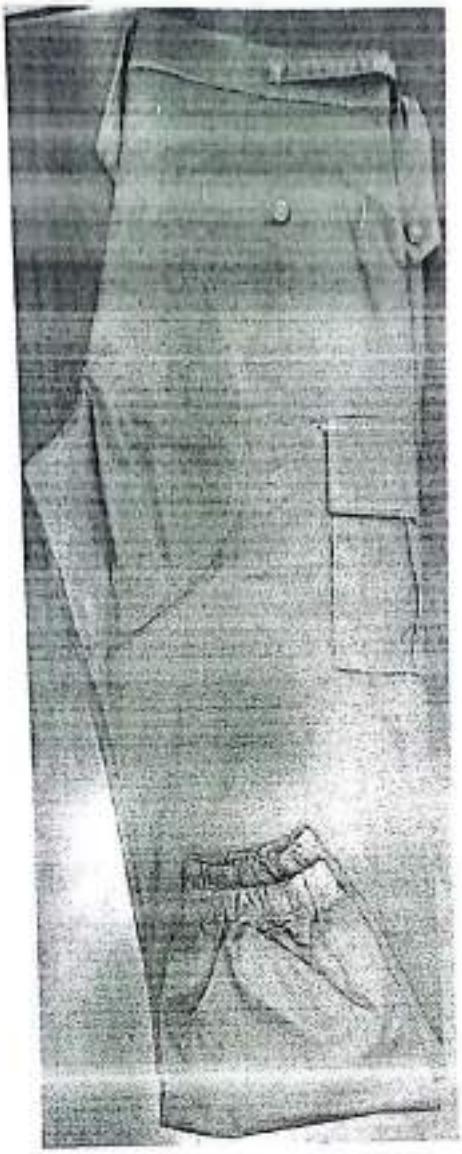


Illustration No.4

AIG/Logistics
for Inspector General of Police
Punjab, Lahore

DIG/Logistics & Procurement
CPO, Punjab, Lahore.

Strategic Planning Unit
CPO Lahore

SSP/Addl. Director Admn,
Special Protection Unit (SPU)
Punjab Police

7/7

CamScanner

STITCHED UNIFORM SHIRT & TROUSERS BLACK EPF

(A) Chemical / Technical properties of Fabric

Sr. #	Description	Standard	Specification
1.	Count of Fabric	ASTM-D 1059	20/1 x 16/1 ±5% (combed, other fall)
2.	Finish Construction	ASTM-D 3775	110 x 60 ±5%
3.	Weave	-	Rip stop 2/1
4.	Weight	ASTM-D 3776	230 gsm to 244 gsm
5.	Composition	AATCC 20A	Cotton 65% ±3
			Polyester 35% ±3
6.	Dyes	ISO 16363	Vat + Disperse
7.	Color Fastness to washing	AATCC 61 3A	Color Change: 4 or better
			Staining on polyester: 4 or better
			Staining on cotton: 4 or better
8.	Color Fastness to chlorine bleach	ISO 105 No. 1	Color change: 4 or better
9.	Color Fastness to dry cleaning	AATCC 132	Color change: 4 or better
10.	Color fastness to crocking	AATCC 8	Dry: 4 or better
			Wet: 3-4 or better
11.	Color Fastness to perspiration and light	AATCC-125 (20AFU)	Color change: 4 or better
12.	Dimensional stability	AATCC 135 (A/3 wash)	Warp ±2.5% Weft ±2.5%
13.	Change in skew	AATCC 179 (option 01)	±3%
14.	Tensile Strength	ASTM-D5035 2R	Warp 1000 N (min)
			Weft 700 N (min)
15.	Tear Strength	ASTM-D 1424	Warp 35 N (min)
			Weft 32 N (min)
16.	Pilling resistance	ASTM-D 4970@ 5000Cycles	3-4 or better
17.	Smoothness appearance	AATCC 124 (A/10 wash & iron)	3 or better
18.	Seam Slippage	ASTM-D 1683	< 6mm AT 10 lbs
19.	Formaldehyde	ISO 14184-1	< 75 ppm
20.	Vertical wicking of textile	AATCC 197	> 2 inches at 30 mints
21.	PH value	AATCC 81	4.5 to 7.5
22.	APEO	Alkyl phenol Ethoxylates	< 100 mg/kg
23.	MMT (Moisture management)	AATCC 195	0.5 or above
24.	AP (Air permeability)	BSEN ISO 9237	30 mm/sec and above
25.	Azo	-	Azo free
26.	Color	LAB values: LΔ: 17.95, aΔ 0.87, bΔ -2.90 (QTX file will also be shared in soft copy)	Spectrophotometer: CMS 1.0 max. Primary light D65 and secondary light TL84

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(B) CONSTRUCTION / STITCHING PATTERN OF SHIRT.

The shirt shall be made with an open front with concealed buttons and button holes, placed at equal distance from one another. Button hole shall be corresponding to the size of the button i.e 1.75 cm (0.69"). The shirt shall have one piece back with yoke, with two piece pointed lapel paper fused collar, two shoulder straps and two side straps at waist.

The chest pockets shall be 20 cm (7.57") from the shoulder seam. The Pocket flaps shall be rectangular made of same material and interlined with fine paper fusing 5.5" in width and 2.25" in depth and fastened with DTM Velcro. Pocket mouth shall be finished with 02 cm hem and bar tacked.

The front strip shall have concealed buttons and button holes. Button hole shall be provided at left side underneath the shirt on separately stitched facing of the same material as the shirt. Button shall be provided corresponding to button holes inside the right seam. All raw edges will be secured with over-locking. Front button strip shall have 03 bar tacks. First bar tack shall be on the start of the strip, second slightly below the center and third at the end of the strip.

The shirt shall be stitched with machine stitching using perm spun DTM sewing thread regulated to have not less than nine (9) stitches not more than eleven (11) stitches per 2.5 cm. All the stitching shall be of even tension throughout and loose ends shall be securely fastened off. The shirt shall be finished with lap seam at arm hole sleeve and side of body and supplemented through over lock safety. The dimensions of arm hole should be corresponding to respective chest measurement. Elbow patch shall be stitched at sleeve as per pattern and

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below the elbow. Sleeve with cuff and button pleat shall be fastened by means of DTM Velcro. Average length of the shirt shall be 1 cm short of 1st of the two thumb knuckles.

The shoulder straps shall be interlined with finest quality of stiff fuse buckram to hold the metal ranks. The length of straps shall be 2 cm longer than distance between shoulder point and the button towards neck. All seams and loose ends should be secured by over-locking, using the same perm spun DTM sewing thread. The buttons when stitched with sewing machine, shall not be less than total 18 x stitches.

Button holes shall be made by machine only. The number of stitches per 2.5 cm shall not be less than 25 for button holes. One spare button will be stitched on bottom inside of front seam with button holes. A pair of under arm grommet on each side shall be placed for ventilation.

i. Name Plate:

The Name Plate shall be made of same black drill cloth used for the shirt and will be 2.5 cm wide and of the size of the width of pocket mouth and is to be fixed with DTM Velcro patch stitched on right side above flap of chest pocket. The name of the district and number, in case of junior ranks, shall be embroidered on the plate of similar size and fixed with DTM Velcro, above the left pocket in the same manner as the name plate. The height of letters shall be 1.25 cm. In case of officers of senior ranks, the medal ribbons shall be worn above the left breast pocket, affixed with DTM Velcro. The vendor shall affix plus and minus DTM Velcro to follow above instructions.

ii. Flag of Pakistan and Arm Badge.

The Flag of Pakistan, 6 cm in length and 4 cm in width, as per pattern as shown in illustration No.1-A, shall be worn, 1" below the shoulder strap. The flag of Pakistan shall be affixed by means of DTM Velcro strip. The round arm badge of the approved pattern shall be worn, 0.5" below the flag. The diameter of the arm badge shall be 6 cm. It shall be made from red and blue color cloth, upper half being red and lower half blue. The arm badge shall have a wreath surmounted by crescent and star with five slanted embroidered lines in the wave pattern below the crescent and star with five slanted embroidered lines in the wave pattern below the crescent, representing the five rivers, as per the approved pattern as shown in illustration No. 1.B. This badge shall be embroidered in silver thread. The shirt is shown in illustration No.2 and 3.

(A) CONSTRUCTION / STITCHING PATTERN OF TROUSERS.

The 6 pocket trousers shall have two sewn front pleats (dots) as shown in the illustration. The trouser shall also have two cross pockets as per approved pattern and illustration. It shall also have two cargo pockets at Thing having two reverse pleats each and one rectangular flap. The

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flap shall be fastened by means of DTM Velcro. There shall be two hip pockets with button with an opening of 13 cm each jetted to button through, Knee patch and seat patch, shall be provided as shown in the illustration. Leg seam is to be pressed in the middle and shall not have crease like regular trousers. Side Seam shall be double stitching. Inner seam shall be safety over locked.

The waist band shall be 1.75" broad. Three pointed loops at waist band shall be provided having button hole for belt of a width of 5.5 cm. Three buttons shall be stitched on trousers corresponding to the button hole of these loops.

Front fly with four buttons of 1.8 cm and button holes, corresponding to button holes at waist should be provided. Top button at waist band shall be open.

Bottom of trousers shall have sleeve of 1" wide filled and sewn with fine quality elastic to ensure stretchable medium grip at ankle. All raw edges of the material of trousers shall be secured by over-locking with perm spun DTM sewing thread.

The trousers shall be stitched with machine stitching using perm spun DTM sewing thread regulated at not less than 9 x stitches and not more than 11 x stitches per 2.5 cm (0.98'). All stitches shall be of even tension throughout and loose / free ends shall be securely fastened.

The trousers are shown in illustration No.4.

Note: Technical committee shall convene a pre-production meeting with the successful bidder to discuss minor changes in styling/sizing etc. if required.

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