



## **Bidding Document**

### **Supply of Drinking Water under two year Framework contract**

### **Single Stage Single Envelope**

**Note:** The prospective bidder is expected to examine the Bidding Documents carefully, including all instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

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<b>Pre-Bid Meeting</b>	<b>11 November, 2019 at 10.30AM</b>
<b>Last Date for Submission:</b>	<b>21 November, 2019 at 10.30AM</b>
<b>Tender Opening Date:</b>	<b>21 November, 2019 at 11.00AM</b>

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Tender No. BOK/PROC/GSD/09/Nov/2019

The Bank of Khyber requires sealed bids from authorized/well reputed companies for supply of drinking water under KPPRA rules, single stage single envelope.

#### SCOPE OF WORK

To Hire The Services Of Authorized/Good Repute Companies For "Procurement/Supply Of Mineral (Ph 6.5 – 8.5) Drinking Water, it Head Office, Peshawar. Certified from Pakistan Standards and Quality Control Authority (PSQCA) and Pakistan Council of Research in Water Resources.

Mineral Content:

Mineral Content	Mg/L
Magnesium	4-15
Sodium	7-30
Sulphate	12-50
Calcium	40-70
Potassium	0.02-5
Chloride	77-150
Total Minerals	160-350
pH Value	6.5-8.5

The size of plastic bottle should be 19 Liter.

#### Mandatory Requirement

	Documents attach (Yes/NO)
Bidder shall be authorized dealer/Manufacturer.	
Bidder shall submit letter of manufacturer for participation in this bid.	
Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan	
Valid Income Tax Registration	
Valid General Sales Tax Registration (Status = Active with FBR)	
Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.	
Compliance to the specifications of all items to be procured mentioned in this document.	
Bidder should submit lab test reports of Pakistan Standards and Quality Control Authority (PSQCA),	
Bidder should submit Water Quality Test Report (Chemical Analysis) by Pakistan Council of Research in Water Resources	

Copy of ISO 14001:2015 should be attached	
Copy of OHSAS 18001: 2007 should be attached	
Bidder should be registered with KPRA, having Active Status	
Bidder shall submit integrity pact on stamp paper duly attested by notary public.	
Bid security of Rs.100,000/- any banking instrument excluding pay order.	
Bid shall submit under taking on stamp paper for provision of performance guarantee in favour of the Bank of Khyber (issue by schedule bank only)	
Bidder must submit fair price certificate on stamp paper dully attested by the Notary public	
Bidder must sign and stamp each of this bid document.	

#### Technical Qualification:

Location & source of water Industrial Area Rural area	
Type of water: Natural mineral water Others	
Bottle Rinsing System : <ul style="list-style-type: none"> <li>• Semi Auto</li> <li>• Manual</li> </ul>	
Bottle Filling System : <ul style="list-style-type: none"> <li>• Automatic</li> <li>• Semi-automatic</li> <li>• Manual</li> </ul>	
Bottle filling environment : <ul style="list-style-type: none"> <li>• Clean Room environment</li> <li>• Regular</li> </ul>	
Bottle Copping : <ul style="list-style-type: none"> <li>• Automatic</li> <li>• Semi-automatic</li> </ul>	
Color: <ul style="list-style-type: none"> <li>• Color Less</li> <li>• Color</li> </ul>	
Odor: <ul style="list-style-type: none"> <li>• Odorless</li> <li>• Odor</li> </ul>	
Teste: <ul style="list-style-type: none"> <li>• Un-Objectionable</li> <li>• Objectionable</li> </ul>	
Mineral Content :	Mg/L

Magnesium : 4-15	
Sodium : 7-30	
Sulphate : 12-50	
Calcium : 0.02-5	
Potassium : 77-150	
Chloride : 77-150	
Total Minerals : 160-350	
pH Value : 6.5-8.5	

#### Price Schedule/ Financial Cost Sheet

Sr.#	Item Name	Item Description/Specification	Per Unit Rate (Excl. Taxes) Rs.	Total Taxes Rs.	Per Unit Rate (Incl. all Taxes) Rs.
1	Drinking Water	Certified from Pakistan Standards and Quality Control Authority (PSQCA) and Pakistan Council of Research in Water Resources			

## TERMS & CONDITIONS

1. The Procurement shall be conducted in accordance with the Khyber Pakhtunkhwa Procurement Rules 2014 on Single Stage Single Envelope Procedure.
2. Company seal / stamp must be fixed on the Proposal.
3. All the firms applied for the Tender must provide documents in line with the Mandatory requirements and should qualify the mandatory requirements. If any firm fails to qualify the mandatory requirements, bid shall be considered as nonresponsive bid.
4. Bids not complying with all the given clauses in this tender document are liable to be rejected.
5. Bid Security (any banking instrument excluding pay order) Rs.100,000/- must be attached with the proposal in separate sealed envelope in favor of The Bank of Khyber.
6. Successful Bidder shall provide Rs.100,000 /- performance guarantee (issue by schedule bank) in Favour of the The Bank of Khyber, before execution of contract. Other bid security shall be returned.
7. All prices quoted must be in PKR inclusive of all Taxes applicable, such as GST, Income Tax, etc.
8. The prices quoted shall remain valid for 90 days, after the date of opening the tender.
9. Failure to supply items within specified time period may invoke cancellation of Purchase Order. In addition to that, bid security amount will be forfeited or Performance guarantee shall be revoked.
10. The Bank of Khyber will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
11. No negotiations and revised bids will be allowed.
12. Any bid submitted after due date and time will not be entertained.
13. Pre bid meeting will be held on 11 November, 2019 at 10.30 am at the Office of, Incharge Procurement Department, 29 A The Mall, Peshawar Cantt.
14. Bidders are required to submit sealed proposals to the office of the In charge Procurement Department, The Bank of Khyber on or before 21 November, 2019 at

10.30 AM. Tender Opening on same day at 11.00 AM at 29-A The Mall, The Bank of Khyber, Peshawar.

15. This bid document shall prevail over the company's own standard terms and conditions.
16. No Conditional bid will be acceptable.
17. Contract terms and conditions shall be in line with BID documents terms & conditions and mutually agreed terms and conditions.
18. For any query, clarification regarding BID document contents, the applicants may send a written request at least 5 days prior to the opening date through registered posts/Courier Service Company.
19. Successful bidder shall be liable and able to provide all the Services including transportation of the material to the site. All arrangements will be the responsibility of the successful bidder.
20. Purchase order will be placed on need basis.
21. the Bank of Khyber can send the sample water to any laboratory for testing at any stage of the contract execution. If the contractor failed to deliver the water as per specification, the tender/contract will be terminated and performance security will be forfeited.
22. Bid Document Terms & Conditions prevail over bidders terms & conditions.
23. The successful bidder will be penalized if he fails to provide filled bottles on time.
24. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
  - Received without earnest money in shape of Call deposit;
  - It is received after the date and time fixed for its receipt;
  - The tender document and the bid is unsigned;
  - The offer is ambiguous;
  - The offer is conditional i.e. advance payment, or currency fluctuations etc.
  - The offer is from blacklisted firm in any Federal / Provincial Govt. Dept.:
  - Hand written bids shall NOT be accepted, it must be typed.

## CORRESPONDENCE & NOTICES

Bidder shall provide complete contact details for themselves and their authorized Representative/Distributors as per following format at the time of bid submission.

Bidder Contact Details

Company/Contractor's Name:

Registered Office Address:

Key Contact Person Name:

Key Contact Person Designation:

Key Contact Person Contact Details (Postal Address, Landline No, Fax No, Mobile No, email Address):

Authorized Distributor's/Representative Details

Authorized Distributor's/Representative Name:

Authorized for (City/Region):

Registered Office Address:

Key Contact Person Name:

Key Contact Person Designation:

Key Contact Person Contact Details (Postal Address, Landline No, Fax No, Mobile No, email Address):

In-Charge Procurement  
The Bank of Khyber  
29-A, The Mall, Peshawar Cantt.  
Phone No: 0915275352.

(On stamp paper without mentioning the Bid Amount)

## INTEGRITY PACT

### DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS

Contract No. \_\_\_\_\_ Dated \_\_\_\_\_ Contract Value: \_\_\_\_\_ Contract Title: \_\_\_\_\_, [name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from The Bank of Khyber or any administrative subdivision or agency thereof or any other entity owned or controlled by The Bank of Khyber through any corrupt business practice.

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

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

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

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

Name of Buyer: ..... Name of Seller/Supplier: .....

Signature: .....[Seal] Signature: .....{Seal}

**Notary Public:**

(to be filled on Stamp paper dully attested from Notary public)

Fair Price Certificate  
(TO BE ENCLOSED WITH BID DOCUMENT)

I/We, M/S

hereby certify that prices quoted by us against The Bank of Khyber, for the tender No. are the lowest and most competitive as generally applicable to all other buyers and or sold through our agents as per prevailing international market as on the date of quote and if it is established at any stage that these were higher we shall be held responsible and agree to pay immediately the differential to The Bank of Khyber.

SIGNATURE AND SEAL OF THE  
BIDDER

(on stamp paper dully attested from notary public)

**Undertaking, for Provision of Performance Guarantee**

We M/s. \_\_\_\_\_ applying for BOK Tender No. \_\_\_\_\_

\_\_\_\_\_, having tender opening

date \_\_\_\_\_, hereby under take that after announcement of company as successful bidder, we shall be bound to provide to the Bank of Khyber Rs. \_\_\_\_\_ performance guarantee (issue by schedule Bank only) in favour of the Bank of Khyber, against this tender before execution of contract and purchase order.

Name of Buyer: ..... Name of Seller/Supplier: .....

Signature: ..... [Seal] Signature: ..... {Seal},

Notary Public: