

**GOVERNMENT OF PAKISTAN
REGIONAL DIRECTORATE OF NATIONAL SAVINGS
FAISALABAD**

SHORT TENDER NOTICE

Sealed bids are invited from well reputed firms/ suppliers/ authorized dealers duly registered with tax authorities for supply of following items.

Name of item	Qty	Specifications
Air-Conditioners 1.5 Ton Split unit with Kit. (Inverter)	10	<ul style="list-style-type: none"> Daikin, Gree or equivalent Wall mounted with wireless remote control system Cooling at least 18000 BTU Hot & Cool One-year comprehensive onsite warranty of parts along with three (03) years Compressor warranty or higher with installation Kit
Cash Counting Machine	07	<ul style="list-style-type: none"> Equipster (EQ-6000) or Equivalent Hopper Capacity 100 old bills or 200 new bills Stacker Capacity 100 old bills or 200 new bills Counting Speed 1000 piece per Minute Automatic start, stop & clear with UV (ultraviolet), MG (magnetic) & MT (metal thread) Detection. Automatic half-note Chained –note Detection. Double-note detecting with IR (infrared) detection system. Calculation Function, with batch, add and self-checking function LCD color change to red when detect fake note. One year comprehensive onsite warranty
Officer Chair	12	<ul style="list-style-type: none"> Master Offsys or equivalent High Back revolving Chair with seat and back fully upholsted in Leatherite of approved colour (Green) Lockable revolving and tilting mechanism (Synchronized Knee Tilt mechanism) pivoted at front for extra stability regardless of the degree of inclination Extra torsion adjustment control to provide the desired tilt mechanism Sleek and stylish integral skin PU armrest Customization of armrest, base and upholstery offered. One year comprehensive onsite warranty



Riasat Ali
RIASAT ALI
Assistant Private Secretary
Sub-ZIAO National Savings
Faisalabad



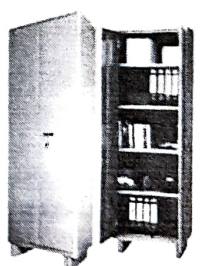

Kaiser Jameel
Kaiser Jameel
National Saving Officer
National Savings Faisalabad.

Zark Sohail
Zark Sohail
Drawing & Disbursing Officer
National Savings, Faisalabad.

Shakoor Ahmed
SHAKOOR AHMED
Regional Accounts Officer
National Savings Faisalabad.

Muhammad Rizwan Tahir
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Assistant Director (H.Q.)
National Savings, Faisalabad.

Shahzad Akram
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Assistant Director (Incharge)
National Savings, Faisalabad.

Staff Chair	30	<ul style="list-style-type: none"> • Master Offsys or equivalent • Low Back revolving Chair with seat and back fully upholsted in Leatherite of approved colour (Green) • Lockable revolving and tilting mechanism (Synchronized Knee Tilt mechanism) pivoted at front for extra stability regardless of the degree of inclination • Extra torsion adjustment control to provide the desired tilt mechanism • Sleek and stylish integral skin PU armrest • Customization of armrest, base and upholstery offered <p>One year comprehensive onsite warranty.</p>	
Visitor Chair	40	<ul style="list-style-type: none"> • Master Offsys or equivalent • Low Back Chair with seat and back fully upholsted in Leatherette of approved color (Green) as per sample, design with arms and Pipe Base in Black powder coating • High quality Molded foam. • One year comprehensive onsite warranty. 	
Steel Almirah	25	<ul style="list-style-type: none"> • Steel cupboards (6 feet x 3 feet) for record keeping. • Steel Almirah of the size 72"x36"x18" with 2 steel doors having four shelves making five compartments, 24 gauge and grey powder coating over all with handle lock arrangement and complete in all respect. • One year comprehensive onsite warranty. 	
Single Seat Sofa	18	<ul style="list-style-type: none"> • Master Offsys or equivalent • Single seater sofa • Fully cushioned leatherite of approved sample and colour (Green) with best quality foam • Without arms with wooden frame • Min. Per Seat size 2'*2' • One year comprehensive onsite warranty. 	

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2. The Procurement method as per Public Procurement Rule 36(a) will be observed for the processing of this tender and the bid shall be evaluated on the basis of most advantageous bids of the above mentioned items. The bidder whose bid found to be non-conforming the specification and requirements of the procuring agency shall be rejected straight away. The tender documents (Terms of Reference) containing detailed information and a list of items to be purchased are available in the office of the undersigned which can be collected during office timings on any working day or may be downloaded from PPRA website <http://www.ppra.org.pk> or CDNS website <http://www.savings.gov.pk>.

3. Bidders are required to submit a Bid Bond in shape of Call Deposit, Demand Draft, Pay Order or Bankers Cheque for a value of Rs.15,000/- in favor of Regional Director, Regional Directorate of National Savings, Faisalabad alongwith the bidding documents, without which shall not be entertained. The bids containing financial and technical (where applicable) details along with supporting documents in sealed envelope must reach this Directorate upto **11:00 A.M. on 18-04-2022** which will be opened at **11:30 A.M.** on the same day in the office of **Assistant Director (Incharge), Regional Directorate of National Savings, 271-A, People's Colony No.1, Near Small D-Ground, Faisalabad.**

4. The procuring agency reserves the right to accept or reject any or all or a part of tender for which reason may be conveyed if desired in writing as per PPRA Rule, 33.

5. Please feel free to contact the undersigned for any query related to this tender.


(Zark Sohail)

National Savings Officer
Regional Directorate of National Savings,
Faisalabad
PH# 041-9330562


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TERMS OF REFERENCE

Terms of reference are outlined hereunder for general information, compliance and submission of bids for the requisite items. The Tender Notice is also available on PPRA website <http://www.ppra.org.pk/> and CDNS website <http://www.savings.gov.pk/>. These TORs are integral part of Tender Notice.

- i. The Procurement method as per Public Procurement Rule 36(a) will be observed for the processing of this tender and the bid shall be evaluated on the basis of most advantageous quoted prices of the above mentioned items.
- ii. Bidders are required to submit a Bid Bond in shape of Call Deposit, Demand Draft, Pay Order or Bankers Cheque for a value of Rs.15,000/- (Rupees fifteen thousand only) in favor of Assistant Director (HQ), Regional Directorate of National Savings, Faisalabad alongwith the bidding documents as bid security without which the bid will be rejected.
- iii. Any bid not accompanied by the bid security shall be rejected as non-responsive.
- iv. The bid security of unsuccessful bidder will be returned without any interest as promptly as possible. However, the bid security of second lowest bidder will be returned on the acceptance of offer letter by the successful bidders or bid validity, as the case may be.
- v. The successful bidder's bid security will be returned, without any interest, upon the bidder signing of the contract agreement and furnishing the performance security in accordance with the provision thereof.
- vi. The firm should be registered with the **FBR, NTN** and **Sales Tax** number shall be mentioned in the bid and copies attached therewith.
- vii. The bidders should provide after sales service / support and warranty as mentioned against each item.
- viii. The price inclusive of all taxes (where applicable) should be quoted in Pak Rupees and shall be valid upto **30.06.2022**.
- ix. Bidders are required to furnish photocopies of National Identity Card of their Proprietor.
- x. The bidder shall furnish an affidavit **on Rs.100/- stamp paper (original and latest duly attested by Notary Public)** to the effect that the firm is not blacklisted from any Government Department.
- xi. Late/ incomplete receipt of bids shall neither be accepted nor entertained and shall be returned by hand at the time of opening of tenders, or by mail as the case may be.
- xii. The procuring agency reserves the right to increase or decrease the quantities of items as per available budget.
- xiii. The procuring agency reserves the right to accept or reject any or all or a part of tender for which reason may be conveyed if desired in writing.
- xiv. Each bid shall comprise one single envelope containing, separate financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the light of Tender Notice, TORs and PPRA Rules.
- xv. The procuring agency reserves the right that the bidders whose bid proved to be non-confirming with the financial and technical specifications (where applicable) and requirements of the procuring agency shall be rejected straight away.
- xvi. No transportation and carriage / mobilization charges will be paid.
- xvii. The items, which will be supplied, should be free from any defects and same as per approved samples provided / inspected before the finalization of tender.
- xviii. Income tax, including other applied taxes will be deducted at source as per Tax rules.



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Assistant Private Secretary
Sub-ZIAO National Savings
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- xix. All the pages of bid documents must be signed by the authorized signatory of the bidder firm.
- xx. The successful bidder shall execute an agreement on **Rs. 500/- stamp paper** for award of contract within 15 days of supply order. The draft may be obtained from procuring agency.
- xxi. The payment shall be made on submission of bill(s) for the items supplied and on satisfactory completion of the job.
- xxii. After supply / delivery and installation of item, during the inspection / verification any fault found in supplied items, procuring agency reserve the rights to stop the payment, forfeit the bank guarantee, blacklist the firm or may ask to replace faulty item(s) with good item(s).
- xxiii. The bids should reach this Directorate on **18-04-2022** upto **11:00 A.M.** which will be opened at **11:30 A.M.** on the same day in the office of **Assistant Director (Incharge), Regional Directorate of National Savings, 271-A, People's Colony No.1, Near Small D-Ground, Faisalabad** in the presence of bidders or their representatives who wish to attend the proceedings.
- xxiv. The unconditional/ irrevocable Performance Guarantee equal to 05% of the contract value in shape of CDR as Bank Guarantee issued from any scheduled bank in favor of **Assistant Director (HQ), Regional Directorate of National Savings, Faisalabad** valid for contract period shall be provided by the successful bidder on or before submission of invoice(s).
- xxv. The bidders are required to mention experience (in years) for supply of the same equipment and furnish supporting documents.
- xxvi. The bidder(s) can quote rate for one or more items of the published tender notice.



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