

GOVERNMENT OF PAKISTAN
REGIONAL DIRECTORATE OF NATIONAL SAVINGS,
HYDERABAD

TENDER NOTICE

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

S#	Name of the Items	Specifications	Qty
1	Intercom Set	<ul style="list-style-type: none"> TIP, Panasonic or equivalent 12 Connections Digital Sound Pickup One year comprehensive onsite warranty 	12
2	Bracket Fans	<ul style="list-style-type: none"> GFC, Royal or Equivalent Size 24" Color Black 99.99 percent pure copper wire One year comprehensive onsite warranty 	14
3	Wooden Table	<ul style="list-style-type: none"> Master Offisys or equivalent Wooden office table (Light Brown Color) with L= 48" W= 32" H=27" One drawer unit with three drawers One swing door cabinet Finish in High Pressure Lamination (HPL) Using export quality MDF(Medium Density Fiber) PVC edge banding One year comprehensive onsite warranty. 	16
4	Visitors Chair Fix	<ul style="list-style-type: none"> Master Offisys or equivalent. Low back chair with seat and back fully upholsted in leatherette of color green with arms and pipe base in black powder coating. High quality molded foam. One year comprehensive onsite warranty. 	39
5	Wall Fixed Wooden File Cabinet	<ul style="list-style-type: none"> Master Offisys or equivalent Cabinet with L= 30" H=30" D= 18" Two swing doors cabinet with two shelves Finish in High Pressure Lamination (HPL) Using export quality MDF(Medium Density Fiber) PVC edge banding One year comprehensive onsite warranty 	25
6	Two doors Lockable Iron/steel Almirah	<ul style="list-style-type: none"> Steel Almirah of (Size H=6 ft ,W=4 ft, D=1 1/2 Ft)for record keeping with two steel doors having four shelves making five compartment,24 gauge grey powder coating cover all with handle lock arrangement and complete in all respect. One year comprehensive onsite warranty 	13

mmg
ASSISTANT DIRECTOR (HQ)
NATIONAL SAVINGS
HYDERABAD.

am
National Savings Officer (HQ)
Govt. of Pakistan
Directorate of National Savings,
Hyderabad

am
Drawing & Disbursing Officer
National Savings Officer (HQ)
Govt. of Pakistan
Directorate of National Savings,
Hyderabad

am
DIRECTOR
NATIONAL SAVINGS
HYDERABAD


7	Wooden Counter	<ul style="list-style-type: none"> • Master Offisys or equivalent • Wooden counter with size L= 48" W= 32" H=27" • One drawer unit with three drawers • One swing door cabinet. • One front glass (size L= 48" H=36") • Finish in High Pressure Lamination (HPL) • Using export quality MDF(Medium Density Fiber) • PVC edge banding • One year comprehensive onsite warranty 	8
---	-----------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---

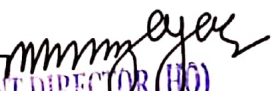
2. The procurement method as per Public Procurement Rule 36(a) will be observed for the processing of this tender and the bid shall be evaluated on the basis of lowest quoted prices of the above mentioned items. The bidder whose bid found to be non-conforming the specification and requirements of the 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 **5% of the quoted item** in favor of **The Regional Director, Regional Directorate of National Savings, Hyderabad** along with the bidding documents without which bid shall not be entertained. The bids containing financial and technical (where applicable) details along with supporting documents in sealed envelope must reach this Directorate up to **11:00 A.M. on 26th April 2022** which will be opened at **11:30 A.M.** on the same day in the office of **The Regional Director, Regional Directorate of National Savings, B. No.634, Unit No.2, Latifabad, Hyderabad.**


4. The procuring agency reserves the right to increase or decrease the quantity of items at its convenience/ budget provisions.

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


(Zafar Ali Chana)
Assistant Director (HQ)
RDNS, Hyderabad
Office Ph:022-9260181


ASSISTANT DIRECTOR (HQ)
NATIONAL SAVINGS
HYDERABAD.


DIRECTOR
NATIONAL SAVINGS
HYDERABAD


Regional Director
National Savings
HYDERABAD

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 lowest 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 **5% of the quoted item** in favor of **The Regional Director, Regional Directorate of National Savings, Hyderabad** along with the bidding documents as bid security without which the bid shall not be entertained.
- 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 the 2nd lowest bidder will be returned on the acceptance of offer letter by the successful bidder(s) or the 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 bidder must quote the brand name for the items to be quoted wherever applicable.
- viii. The bidders should provide after sales service/support and warranty as mentioned against each item.
- ix. The price inclusive of all taxes (where applicable) should be quoted in Pak Rupees.
- x. Bidders are required to furnish photocopies of Computerized National Identity Card of their Proprietor.
- xi. The bidders shall furnish an affidavit (latest and duly attested by Notary Public) on Rs.100/- stamp paper to the effect that the firm is not blacklisted from any Government Department without which the bid shall not be entertained.
- xii. The bid validity is **up to 30.06.2022**.
- xiii. The purchased shall be made in the current financial year i-s 2021-2022. The successful bidder shall be responsible to complete the supply within the period specified in the supply order failing which procuring agency reserves the right to cancel the order and forfeit the bid security, therefore it is advised in the interest of the bidders that they may submit bids for the items for which they have ex-stock or can ensure delivery **within 30 days** after issuance of supply/work order.
- xiv. 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.
- xv. The procuring agency reserves the right to increase or decrease the quantities of items depending on budget and requirement.
- xvi. The procuring agency reserves the right to accept or reject any or all or part of tender for which reason may be conveyed if desired in writing.

mmmmg
ASSISTANT DIRECTOR (HQ)
NATIONAL SAVINGS
HYDERABAD.


am
National Savings Officer (HQ)
Govt. of Pakistan
Directorate of National Savings,
Hyderabad

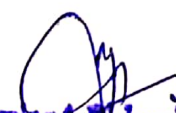
[Signature]
DIRECTOR
NATIONAL SAVINGS
HYDERABAD


- xvii. No transportation and carriage/ mobilization charges will be paid.
- xviii. The items, which will be supplied, should be free from any defects and same as per approved samples provided / inspected before the execution of work.
- xix. The work, if done below standard, will not be accepted and the firm concerned has to do it again up to the satisfaction of procuring agency at his own risk and cost.
- xx. Income tax, including other applied taxes will be deducted at source as per Tax rules.
- xxi. All the pages of bid documents must be signed by the authorized signatory of the bidder firm.
- xxii. The successful bidders 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.
- xxiii. The payment shall be made on submission of bill(s) for the items supplied and on satisfactory completion of the job.
- xxiv. After supply / delivery of items and during the inspection / verification, if any fault / defect is 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). However, the procuring agency reserves the right to relax this condition if satisfactory justification is provided by the bidder that may be beyond his normal control and/or replacing bad items with good items. However, in no case, it may be considered as a right of vendor and is based on sole discretion and satisfaction of procuring agency.
- xxv. The bids should reach this Directorate up to 11:00 A.M. on 26th April 2022 which will be opened at 11:30 A.M. on the same day in the office of The Regional Director, Regional Directorate of National Savings, B. No.634, Unit No.2, Latifabad, Hyderabad in presence of bidders or their representatives who wish to attend the proceedings.
- xxvi. The unconditional/ irrevocable **Performance Guarantee equal to 05% (Five Percent)** of the contract value in shape of CDR from any scheduled bank operating in Pakistan in favor of Regional Director, Regional Directorate of National Savings, Hyderabad valid for contract period shall be provided by the successful bidder on or before submission of invoice(s). The PBG shall be released after successful completion of contract period or may be forfeited in case of poor performance/supply of sub-standard items.
- xxvii. The bidder(s) can quote rates for one or more items of the published tender notice.
- xxviii. The bidders are required to furnish financial documents/ statement describing the annual business turnover of the firm for **the last three years** to show its financial soundness.


(Zafar Ali Chana)
Assistant Director (HQ)
RDNS, Hyderabad
Office Ph: 022-9260181


ASSISTANT DIRECTOR (HQ)
NATIONAL SAVINGS
HYDERABAD.


National Savings Officer (HR)
Govt. of Pakistan
Directorate of National Savings,
Hyderabad


Drawing & Disbursing Officer
Regional Directorate of National Savings


DIRECTOR
NATIONAL SAVINGS
HYDERABAD