

Terms and Conditions for Bids and Bidders

1. Tender Identification Number: TENDER # 02 / 2020.
2. Bids are invited for **(i) SUPPLY OF SUMMER UNIFORM (SHALWAR SUIT & WAIST COAT), (ii) FOOTWEAR ITEMS (SHOES & SOCKS)-2020** through SINGLE STAGE ONE ENVELOPE METHOD.
3. The Procurement Agency is:

Prime Minister's Office (Public), Islamabad

4. Prime Minister's Office will follow single stage one envelop bidding process. Bids Validity period should be 120 days from the date of opening of tender. The amount of the bids and bids security / earnest money shall be in Pak Rupees. Bids should be accompanied with bid security / earnest money (refundable) for an amount of Rs. 10,000 (Rupees Ten thousand only) in each case in the shape of either pay order or demand draft in favor of DDO, Prime Minister's Office (Public), Islamabad. Bids not accompanied by bid security / earnest money will not be entertained.
5. Bid security / earnest money of successful bidders will alone be retained as security deposit (till expiry of contract period) and that of the rest will be returned.
6. In case of unsatisfactory supplies in any manner including quality & quantity and time line, the bid security / earnest money will be forfeited and contract will be partially / fully cancelled which may lead to black listing of firm.
7. Incomplete and Conditional quotations will be rejected outright.
8. No cutting / overwriting in the offered prices will be accepted.
9. The successful bidder(s) shall be bound to supply the goods at the quoted / approved rates.
10. The rates must be quoted strictly in accordance with our documents and Annex(s). In the event of non-acceptance of offer no intimation will be given to the individual bidder.
11. Interested firms should have regular place of business, telephone numbers and email address and must provide proof of their existence in the particular business, for not less than one year.
12. An affidavit that the company has never been black listed by any Ministry / Division / Department / Organization of the Government of Pakistan must be presented with the bids.
13. List of Clients (foreign/local), office location, methodology, previous experiences with the firm(s) should be provided.
14. Bidders do not have the option of submitting their bids electronically. Unsealed bids will not be entertained / received.
15. Place of destination is: **Prime Minister's Office (Public), Islamabad.**

