



SURVEY OF PAKISTAN **INVITATION TO BID**

Survey of Pakistan a National Surveying & Mapping Organization, invites sealed bids from the original manufacturers having their Sole Agent which have agency agreement with foreign manufacturers /suppliers/contractors etc., registered with Income Tax & Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue for supply of following Printing Machine:

Description of Printing Machine	Qty	Closing Date
Four Colour Offset Printing Machine Sheet Fed Straight /Perfecting Printing or both maximum sheet size (720 x 1020) mm to (740 x 1040) mm & minimum sheet size (340 x 480) mm to (360 x 520) mm with production speed 14,000 to 16,000 sheets per hour.	01 (One)	11-08-2020

2. Bidding documents, containing detailed terms and conditions, etc., are available with Mr. Shah Muhammad, Project Director, Directorate of Map Publication, Survey of Pakistan, Rawalpindi (Phone No. 051-9290206). Price of the bidding document is Rs.1,000/- (un-refundable). Bidding documents can be downloaded from SoP's website www.surveyofpakistan.gov.pk free of cost.
3. The bids, prepared in accordance with the instructions in the bidding documents, must reach Survey of Pakistan, Murree Road, Faizabad, Rawalpindi duly addressed to the Chairman Procuring Committee on or before 11-08-2020 at 10:30 hrs. Bids will be opened on the same day at 1100 hrs. This advertisement is also available on PPRA's website at www.ppra.org.pk.
4. Pre-bid Meeting will be held on 20-07-2020 at 1100 hrs to discuss/clarify matters related to procurement in Survey of Pakistan, Murree Road, Faizabad, Rawalpindi.
5. The Department reserves the right to reject all bids as per provision given in PPRA Rule33 (1).

(NOOR ELAHI)
Deputy Surveyor General
Chairman Procurement Committee

**MINISTRY OF DEFENCE
SURVEY OF PAKISTAN
LITHOGRAPHIC PRINTING OFFICE
MUREE ROAD, FAIZABAD, RAWALPINDI**

PART-A

Instructions to fill Tender Documents

1. All information is mandatory to be given in legible writing. No cutting or over writing is allowed.
2. Every page of the Tender Document must be signed by the authorized representative of manufacturer or his sole agent with seal/stamp.
3. The information given must be duly supported with documents where ever necessary.
4. Correct, accurate and complete information should be given to qualify for bidding process.
5. All information given by the manufacturer or his sole agent is subject to verification, wherever necessary by the purchaser, i.e., SURVEY OF PAKISTAN. It also includes, physical inspection of any site, and equipment previously installed or available with the bidder, if deemed appropriate by the SoP.
6. Bidding Documents can be obtained from the Office of the Project Director/Director Map Publication, Survey of Pakistan, Rawalpindi on payment of **Rs. 1,000/- (non-refundable)**, on any working day, **from 10.00 a.m. to 03.00 p.m.**, before the date of opening of bid.
7. Bids must be in sealed envelopes. The proposal should reach on **11-08-2020 at 10:30 a.m.** which will be opened **at 11:00 a.m.** by the Chairman Procurement Committee, Survey of Pakistan, Rawalpindi in the presence of manufacturer or his sole agent or their authorized representatives.
8. In case of International bidder, bids documents will be issued/accepted through their approved representatives/agents or distributors in Pakistan holding Authority Letter from their Principals for obtaining the documents and participating in the bidding process.
9. International bidders and manufactures of goods for which local bidders quote must possess sufficient experience in performance and marketing.
10. Copy of CNIC of sole agent/authorized dealer/contractor must be attached with the bid.

PART-B

Terms and Conditions

1. The bids for supply of only brand new and latest model Four Colour Offset Printing Machine Sheet Fed Straight/Perfecting Printing or both will be entertained. Specifications of the same are available at **page-17**.
2. As per procedure provided in the Rule-36 (b) of PPRA Rules, 2004, the mode of purchase shall consist of single stage, two envelope procedure. One envelope shall contain Technical Proposal and the second envelope shall contain Financial Proposal. These two envelopes must be clearly marked as **“Technical Proposal”** and **“Financial Proposal”** and again both the envelopes must be covered and sealed, in a single envelope.

3. Technical proposals will be opened by the Procurement Committee, Survey of Pakistan, Rawalpindi in the office of the Chairman Procurement Committee, Surveyor General's Office in the presence of bidders or their authorized representatives on **11-08-2020 at 11:00 a.m.**
4. The sealed Financial Proposals shall remain in the custody of Chairman Procurement Committee, Survey of Pakistan, Rawalpindi.
5. The Technical Proposals will be evaluated according to the Evaluation Criteria at **Page 19-20** of the Bidding Documents.
6. Subsequent to recommendation of Technical Evaluation Committee, Financial Proposals of qualified bidders will be opened by the Procurement Committee, Survey of Pakistan, Rawalpindi in the presence of bidders or their authorized representatives.
7. The manufacturer or his sole agent shall certify that they have not been black listed in Pakistan or from any other country of the world. In case of any false information/documentation, the firm shall be blacklisted and their names will be displayed on PPRA's website.
8. The Purchaser shall disqualify a manufacturer or his sole agent if it finds at any stage that the information submitted concerning qualification of the manufacturer or his sole agent is false, materially inaccurate or incomplete.
9. The Purchaser may debar a manufacturer or his sole agent from taking any further part in a procurement proceedings or in future procurement proceedings, in case the manufacturer or his sole agent:-
 - i. Forms part of a cartel with a view to discourage fair competition in the bidding process.
 - ii. Has failed to complete his earlier contract(s) in the public sector during the last three years of the initiation of these procurement proceedings.
 - iii. Offers or attempts to offer inducement of any sorts to obtain unlawful favours.
10. Machine may be supplied within a maximum period of 06 months at Survey of Pakistan, Murree Road Faizabad, Rawalpindi from the confirmation of Letter of Credit (LC) between the designated banks of Purchaser (SoP) and Supplier/Manufacturer. Maximum installation period of the Printing Machine will be 08 weeks.
11. Warranty period for all kind of spare parts and rectification of electrical/mechanical faults shall be minimum one year commencing from the date of commissioning.
12. The Supplier shall be responsible to provide factory training to 03 officials of Survey of Pakistan in the country of manufacturer for a minimum period of 02 weeks. The Supplier shall be responsible to impart training to the relevant staff of SoP after installation & commissioning for at least 04 weeks.
13. The manufacturer or his sole agent shall provide, operating manuals, tool kit, spare parts catalogue, electrical/electronic diagram in English version.
14. The successful bidder should have extended technical support staff facility in Rawalpindi/Islamabad, and should provide "After Sale Service Certificate" to ensure repair/maintenance of Printing Machine.
15. The Supplier shall be liable to pay all taxes and duties as per government rules and regulations.
16. Bids, which are conditional, ambiguous, without bid security and against the terms and conditions of the bid(s) i.e. validity and delivery schedule etc. and bid received after due date and time shall not be entertained.
17. A pre-shipment inspection visit of delegation comprising of **04 officers** nominated by the Purchaser (SoP) shall be arranged by the Supplier to the manufacturing country. The Supplier

shall bear the cost of visa, transportation, boarding and lodging including food expenses of this delegation.

18. The Department reserves the right to reject all bids as per provision made in PPRA's Rule-33 (1).

Procedure for Submission of Bids

19. All the bids must be accompanied with **2%** earnest money in Pak Rupees in the shape of Pay Order in favour of Chairman Procurement Committee, Survey of Pakistan, Rawalpindi. Bid received without earnest money will be rejected straightaway.

Technical Proposal Envelope shall contain:

_Tender Form duly signed on each page.

- (i) Tender Form duly filled in along with all mandatory documents including those mentioned at serial No. 1-10 of **Bidding Document at Page # 21**.
- (ii) Affidavit to the effect that earnest money @ **2%** of bid amount in the shape of Pay Order has been enclosed in the envelope containing financial bid.
- (iii) Company's Profile.
- (iv) National tax number (registration copy).
- (v) Sales tax number (registration copy).
- (vi) Technical compliance sheet of Printing Machine at **page-18** should be filled in.
- (vii) Complete booklet, brochures, technical literature along with coloured photographs of Machinery being offered is required to be provided in English language.
- (viii) Non submission of mandatory documents shall have adverse effect and may lead to disqualification.

Financial Proposal envelope shall contain:

- (i) Rate of intended new Printing Machines including all relevant taxes, charges whatsoever on the following format in **USD/Euro/Yen/UK Pounds on C&F basis (delivery of Machine at Karachi port)**

Table -1

1	2	3		4	
Sl. #	Description of Printing Machine along with unique ID or Model No.	Rate per unit inclusive of all taxes in USD/Euro/Yen/UK Pounds		Total amount in USD/Euro/Yen/UK Pounds	
		In figures	In words	In figures	In words
ii)	R				

- ii) Rate of Transportation & Insurance of machine from Karachi port to Printing office, SoP HQs Rawalpindi, its installation and commissioning etc on turn-key basis including all relevant taxes, charges whatsoever on the following format in **Pak Rupees**.

Table-2

1	2	3		4	
Sl. #	Rates of Trans/insurance etc.	Rate per unit inclusive of all taxes in Pak Rupees		Total amount in Pak Rupees	
		In figures	In words	In figures	In words
	r				
	a				

Grand Total

In figures	In words

- iii) Earnest money @ two **(2%)** of bid price shall be accompanied with Financial Bid, however a certificate will be given with Technical Proposal that earnest money is enclosed in envelope of Financial Bid.
- (iii) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the Technical Proposal and the Financial Proposal which should reach the Chairman Procurement Committee, Survey of Pakistan, Rawalpindi **by 10:30 a.m. on 11-08-2020.**
20. The Supplier will share complete details such as strength of ground on which machine is to be installed, electric load required or any other specific requirement soon after award of bid so that SoP may arrange all requirements/facilities well before installation of machine. Bidder may inspect the sites of installation of machines and may physically inspect the specific needs of the department before submission of bid(s).
21. The rates offered shall remain valid up till completion of contract. The Supplier shall be bound to supply Printing Machine on the approved rates within the specified delivery period mentioned in the Letter of Intent/Purchase Order.
22. Successful bidder shall sign a contract agreement with the purchaser as per specimen enclosed **(Page # 9-14 of Bidding Documents).**
23. The Printing Machine supplied by the Supplier shall be in accordance with the specifications mentioned in the bid(s) (technical bids offered by bidder). Willful violation will result in blacklisting of the manufacturer or his sole agent and imposition of penalty upon it.
24. The Supplier may attach original cash receipt regarding purchase of bidding documents and also attach a photo copy of the same in the envelope containing technical proposal.
25. Bidders should quote rates both in words as well as in figures. In case of difference the amount given in words will be accepted.
26. The Supplier shall provide to the purchaser (SoP), a Performance Guarantee issued by A-Plus Pakistani Scheduled Bank, having a value of 10% of the contract price and which is valid for 12 months beyond the expected delivery date of machinery (specimen is attached with the

contract at page-13). SoP shall confirm the authenticity/genuineness of the Bank Guarantee from the concerned bank. Performance Guarantee shall be submitted just after satisfactory installation and commissioning of machinery and after obtaining the Acceptance Letter from SoP. On receipt of Performance Guarantee, **2%** earnest money already submitted to Purchaser (SoP) with the bid shall be returned to the successful bidder. **10%** performance guarantee will remain held with Chairman Procurement Committee and be released on expiry of warranty period. The tenure of the Performance Guarantee could be extended if the machinery is faulty or require repair under warranty.

27. The rates quoted will also include pre-shipment inspection & free delivery at Survey of Pakistan Murree Road, Faizabad, Rawalpindi, installation, commissioning and training by the Supplier.
28. Software and display of the Printing Machine must be in English version.
29. Undertaking on Judicial Paper of Rs. 500/- will have to be executed/given as per specimen attached at **Page # 8 of Bidding Documents** by the successful bidder.
30. The manufacturer or his sole agent shall be responsible for provision of all accessories to make the machine operational.
31. The successful bidder shall ensure in writing regarding availability and timely supply of spare parts as after sale services for 10 years.
32. The successful bidder shall sign the Integrity Pact as per Rule-7 of PPRA Rules, 2004 (copy attached) (**Page # 23-24 of Bidding Document**).
33. Certificate regarding date of manufacturing of Printing Machine shall be provided by the manufacturer before inspection which must be embossed/engraved thereon.
34. In case of Sole Agent, the Firm/Supplier has to submit the Sole Agent Certificate from the manufacturer, which will be confirmed by SoP.
35. If the successful bidder fails to supply the Printing Machine within the stipulated period, **2% earnest money** already furnished with the bid will be forfeited and the firm will be blacklisted.
36. In case of any dispute arising between the Purchaser & Seller before signing the contract, the decision of "Grievances Redressal Committee" would be final as per Rule 48 of PPRA Rules, 2004. The committee will finalize the matter within 15 x days on receipt of complaint, if any.
37. In case of any dispute after contract, only court of jurisdiction at Rawalpindi/Islamabad shall have the jurisdiction to decide the matter.

38. **Pre-bid meeting:** For any clarification about tender documents, pre-bid meeting expected to be held in the office of the Chairman Procurement Committee on **20-07-2020 at 11.00 a.m.** which can be confirmed telephonically through **Project Director (Phone No. 051-9290206).**

CHAIRMAN PROCUREMENT COMMITTEE
Survey of Pakistan
Murree Road, (Faizabad) Rawalpindi
Phone 051-9290202 Fax 051-9290205

UNDERTAKING BY THE SUCCESSFUL BIDDER

- i. We guarantee to supply the intended Four Colour Offset Printing Machine exactly in accordance with the specifications mentioned in the bid, Contract Agreement and Letter of Intent/Purchase Order.
- ii. In case of late delivery penalties as mentioned in **clause 22** of the contract agreement or a part thereof on pro-rata basis on the value of Printing Machine, delivered late shall be imposed on us.
- iii. I/We will abide by the terms & conditions of Bidding Documents including Contract Agreement and Letter of Intent/Purchase Order.
- iv. Certified that the prices quoted against Survey of Pakistan Tender placed at PPRA Website as well as published in print media are not more than the prices charged from any other purchasing organization and in case of any such violation, the bidder hereby undertakes to refund the price charged in excess.
- v. It is also certified that we are not blacklisted from any department.

Signature of Bidder _____

Name of the Bidder _____

Address of the Bidder _____

Stamp & signature of the bidder

Note : The above undertaking to be produced on Judicial Paper valuing Rs.500/-

CONTRACT

GOVERNMENT OF PAKISTAN
(MINISTRY OF DEFENCE)
SURVEY OF PAKISTAN
SURVEYOR GENERAL'S OFFICE
RAWALPINDI

Contract No. _____ /15-G-4/() /St, dated: _____ -00-2020
Your Financial Proposal No. Nil, dated. 00-00-2020

An agreement made the _____ day of _____ Two Thousand Twenty between the President of Pakistan (herein after called the "PURCHASER" on the one part and M/s. _____, "SUPPLIER" on the other part.

Whereby it is agreed that the Purchaser shall purchase and the Supplier shall supply **Four Colour Offset Printing Machine Sheet Fed Straight/Perfecting Printing or both** (hereinafter it will be called Printing Machine for the sake of abbreviation) as described in the schedule given hereunder at the price mentioned therein already transmitted through Letter of Intent/Purchase Order subject to the special conditions as follow:

SUPPLY SCHEDULE

Description of Printing Machine	Qty	Bill in name of	Rate per Unit	Total Cost	Delivery Date
Four Colour Offset Printing Machine Sheet Fed Straight /Perfecting Printing or both	01	Project Director (for procurement of 03 x latest printing machines for modernization of Survey of Pakistan, Rwp) Directorate of Map Publication Survey of Pakistan, Rwp.			6 months from the date of confirmation of LC
			Total:		

CONTRACT CONDITIONS/CLAUSES:

- 1 Name of consignee:** Manager, Lithographic Printing Office, Survey of Pakistan, Faizabad, Murree Road, Rawalpindi.
- 2 Cost Debitable to Head:** PSDP'S Project "Procurement of 03 x latest printing machines for modernization of Survey of Pakistan, R/Pindi" under head -----
- 3 Supplier's Name & Address:** M/s. -----
- 4 Supplier's NTN No.** -----
- 5 Supplier's Sales Tax Reg. No:** -----
- 6 Maker's Name & Brand:** -----
- 7 Delivery Period** The Supplier shall be responsible for the safe and sound supply of brand new Printing Machine as per offered specifications at Survey of Pakistan, Faizabad, Murree Road, Rawalpindi or FOR basis, Rawalpindi within a maximum period of **Six (06) months**. The delivery period shall be counted from

- the date of confirmation of LC.
- 8 Installation & commissioning** The Printing Machine will be installed and commissioned by Supplier within **08 weeks** of its delivery at Lithographic Printing Office, Survey of Pakistan, Rawalpindi.
- 9 Training:**
- a. The Supplier shall be responsible to provide factory training to 03 officials of Survey of Pakistan in the country of manufacturer for a minimum period of 02 weeks. The Supplier shall be responsible to imparting training to the relevant staff of SoP after installation & commissioning for at least 04 weeks in two phases.
 - b. The manufacturer or his sole agent shall provide, operating manuals, tool kit, spare parts catalogue, electrical/electronic diagram in English version.
 - c. Relevant chemicals of machine for the first time operation will be provided by supplier. Moreover one complete spare set of rollers along with accessories for one unit will also be provided by supplier.
- 10 Dispatch Instructions:** The Printing Machine will be dispatched to the consignee at Rawalpindi under firm's own arrangements. No part supply will be allowed in any case.
- 11 Packing & Marking Instructions:** Each item will be packed/marked as per relevant paper's particulars governing the supply of Printing Machine/standard/trade marking worthy of transportation by Rail/Road/Air within Pakistan so as to ensure their safe arrival at ultimate destination without any loss or damaging.
- 12 Pre-shipment Inspection:** A pre-shipment, inspection visit of delegation comprising of 05 officers nominated by the Purchaser shall be arranged by the Supplier to the manufacturing country. The Supplier shall bear the cost of visa, transportation, boarding and lodging including food expenses of this delegation
- 13 Technical Support:** The successful bidder should have extended technical support staff facility in Rawalpindi/Islamabad, and should provide "After Sale Service Certificate" to ensure repair/maintenance of Printing Machine.
- 14 Inspection:**
- a Inspection Authority: Technical Evaluation Committee (**TEC**)
 - b Place of Inspection: Consignee's Premises at Lithographic Printing Office, Rawalpindi.
 - c The Inspecting Officer will be informed 07 working days in advance about the time for inspection

15 Checking of Printing Machine at Consignee's End: Printing Machine will be checked at consignee's premises in the presence of supplier's representatives. In such an event, the supplier will clearly under take the decision of consignee with regard to quantities and description of a consignment, which will be taken as final and if any discrepancy found will according be made up by the supplier.

The Supplier shall be responsible for any type of damage during the transportation of Printing Machine.

The Supplier shall be responsible for pre-shipment inspection, supply, installation, commissioning of the Printing Machine within prescribed delivery period and training thereafter. The Supplier will be strictly bound to supply the contracted Printing Machine as per tendered specifications, and fulfill all responsibilities in this regard.

16 Certificate of Condition of the Machinery: Supplier is required to furnish a certificate that the machinery is new and not re-conditioned or re-furbished. When machinery is supplied, Supplier is required to provide a warranty certificate from OEM as well as a certificate guaranteeing provision of spares for a minimum period of **10 x years**.

17 Acceptance of Machinery: The Purchaser shall accept Printing Machine, if that qualify ATP (Acceptance Test Procedures/Parameters). If Printing Machine rejected, Supplier is required to collect those from the delivery site at his/her cost and risk.

18 Replacement of Rejected Machinery Parts: Rejected machinery or parts are required to be replaced within 02 x month from the date of report of fault.

19 Rates, Taxes & Duties Applicable:

- i. Rate of intended new Printing Machines including all relevant taxes, charges whatsoever on the following format in **USD/Euro/Yen/UK Pounds on C&F basis (delivery of Machine at Karachi port)**

Table -1

1	2	3		4	
Sl. #	Description of Printing Machine along with unique ID or Model No.	Rate per unit inclusive of all taxes in USD/Euro/Yen/UK Pounds		Total amount in USD/Euro/Yen/UK Pounds	
		In figures	In words	In figures	In words

- ii. Rate of Transportation & Insurance of machine from Karachi port to Printing office, SoP HQs Rawalpindi ,its installation and commissioning etc on turn-key basis including all relevant taxes, charges whatsoever on the following format in **Pak Rupees**.

Table-2

1	2	3		4	
Sl. #	Rates of Trans/insurance etc.	Rate per unit inclusive of all taxes in Pak Rupees		Total amount in Pak Rupees	
		In figures	In words	In figures	In words

Grand Total

In figures	In words

- 20 Documents:** Machinery shall be delivered with the following documents:
- Original Delivery Challan + 02 x Copies
 - Original GST Invoice + 01 x Copy (if GST is either exempted or inapplicable, NIL GST Invoice is to be submitted).
 - Original Sales Invoice + 02 x Copies.
 - Original warrantee card.
 - Copy of Bill of Entry, Bill of Lading or AWB.
- 21 Performance Guarantee:** The Supplier shall provide to SoP, a Performance Guarantee issued by A-Plus Pakistani Scheduled Bank, having a value of 10% of the contract price and which is valid for 12 months beyond the expected delivery date of machinery (specimen is attached with the contract at page-13). SoP shall confirm the authenticity/genuineness of the Bank Guarantee from the concerned bank. Performance Guarantee shall be submitted just after satisfactory installation and commissioning of machinery and after obtaining the Acceptance Letter from SoP. On receipt of Performance Guarantee, 2% earnest money already submitted to Purchaser (SoP) with the bid shall be returned to the successful bidder. 10% performance guarantee will remain held with Chairman Procurement Committee and be released on expiry of warranty period The tenure of the Performance Guarantee could be extended if the machinery is faulty or require repair under warranty.

- a Bank guarantee furnished against this contract is un-conditional and encashable at the will of purchaser. Supplier undertakes not to hinder/restrain its encashment through court, extra judicial or any other way (including administrative process).
- b If the supplier fails to produce the bank guarantee within the specified period, the Chairman Procurement Committee reserves the right of canceling the contract at the risk and expense of the Supplier. In the event of un-satisfactory performance or of any breach of terms of the contract, the bank guarantee shall be forfeited to the government at the discretion of the Purchaser.

22 Failure and Termination: If the successful bidder fails to supply the Printing Machine within the stipulated period his earnest money will be forfeited and he will be blacklisted.

23 Liquidation Damages: The Supplier has to pay liquidation damages for the period of delays in supply up to the rate of **2%** of the contract price per month or part of a month for the period exceeding the original delivery period subject to the provision that total liquidation damages thus levied will not exceed **10%** of the total contract price.

24 Confidentiality: The Supplier shall not, either during the process of provisioning, or after the expiration of this contract, disclose any proprietary or confidential information without the prior written consent of SoP.

25 Subletting the Contract: The supplier is not authorized to sublet the contract or any part thereof. The prices offered shall be final.

26 Terms of Payment:

i) Payments shall be made through irrevocable Letter of Credit as under:-

a) Payment against 70% of machine cost as per Table 1 under clause 19 shall be made through an irrevocable L/C after confirmation of Bank Guarantee by the beneficiary's Bank and on presentation of shipping documents.

b) Remaining 30% payment will be made within one month after completion of installation, successful commissioning, training of staff and issuance of Goods Received Note and Inspection Reports by the consignee.

ii) Payment against Transportation & Insurance of machine from Karachi port to Printing office, SoP HQs Rawalpindi including all relevant taxes, charges whatsoever in Pak Rupees will be made by SoP after successful commissioning of printing machine by the supplier.

iii) The bidder shall provide original Proforma invoice from original equipment manufacturer (OEM) with their offer (Un-priced in technical and priced in commercial).

iv) All Bank charges incurred in Pakistan in connection with the establishment of L.C. will be borne by the purchaser, whereas all Bank charges incurred in connection with drawing of payment including charges for confirmation of L.C. by the advising Bank/Foreign Bank will be borne by the Supplier.

The bills will be submitted in the name of the Project Director (for Procurement of 03 x Latest Printing Machine for modernization of Survey of

Pakistan), Rawalpindi through Procurement Committee which will subsequently be submitted to AGPR, Islamabad for drawl and payment.

- 27 Warranty/Guarantee:** The Supplier has to provide warranty/guarantee of the Printing Machine supplied for a period of **01 x year free service & repair** from the date of issuance of technical inspection report by the **CPC**. The Supplier shall replace the defective stores free of cost during period of warranty. Warranty/Guarantee Certificate with regards to all items being supplied would be provided to the consignee along-with the Printing Machine.
- 28 Force Majeure:** Both the parties shall not be held responsible for any delay occurring in supply of equipment due to event of Force Majeure such as acts of God, War, Civil commotion, Strike, Lockouts, Act of Foreign Government and its agencies and disturbance directly affecting the supplier over which events or circumstances where both the parties have no control. In such an event both parties shall inform to each other within 15 days of the happening and within the same timeframe about the discontinuation of such circumstances/happening in writing. Non-availability of raw material for the manufacturing of printing machine, or of export permit for the contracted printing machine from the country of its origin shall not constitute Force Majeure.
- 29 Litigation:** In case of any dispute, only court of law at Rawalpindi/Islamabad have jurisdiction to decide the matter.

Signature on behalf of Purchaser	
Chairman Procurement Committee	Project Director
(Noor Elahi)	(Shah Muhammad)
Witness-1	(with copy of CNIC)
Witness-2	(with copy of CNIC)

Signature on behalf of Supplier	
M/s. _____	

Witness-1	(with copy of CNIC)
Witness-2	(with copy of CNIC)

Note: The above Contract Agreement to be produced on Stamp Paper valuing Rs.500/-

Survey of Pakistan Rawalpindi

(Specimen of Performance Guarantee to be produced on judicial paper)

Contract No. _____ Dated. _____

Guarantee No: _____ Dated: _____ Valid up to: _____

Project Director
Survey of Pakistan, Murree Road,
Faizabad, Rawalpindi.

Subject: PERFORMANCE GUARANTEE

Reference: Contract No: _____ DATED _____, for **provision of Four Colour Offset Printing Machine Sheet Fed Straight/Perfecting Printing or both**

Whereas M/s. _____, (hereinafter called 'Our Client', have requested us for issuance of our guarantee for Rs. _____^{figures} (in words-----) rupee as a Performance guarantee in respect of Four Colour Offset Printing Machine as per above referred Contract. We hereby agree to make an unconditional payment of the above said amount in Pak Rupees to you on receipt of your first written confirmation by us if the above named machinery fail to perform within the effective life span of the machinery claimed by Our Client. This letter of guarantee will remain effective/valid until 12 months after the completion of the under reference Contract. This letter of guarantee becomes invalid at its expiry date i.e., on _____ and shall be returned to us immediately after its expiry. Any claim lodged after the validity of this Bond shall not be entertained and we shall consider ourselves fully discharged from any obligation under this letter of guarantee, irrespective of its return or otherwise, after its expiry date. In case of extension of the Completion/Expiration Date, this guarantee shall also be automatically extended for the corresponding period.

Signature: _____

(For Banker) Name: _____ Designation: _____ Bank Stamp: _____



GOVERNMENT OF PAKISTAN
Ministry of Defence
SURVEY OF PAKISTAN
Surveyor General's Office, Rawalpindi
Tele: 051-9290202; Fax: 051-9290229

No. /15-G-4/PC-1/LPO/St
Dated: , 2020

M/s. _____

Fax No. _____

Sub: **PROCUREMENT OF FOUR COLOUR OFFSET PRINTING MACHINE SHEET FED STRAIGHT/PERFECTING PRINTING OR BOTH – LETTER OF INTENT**

Ref: Your Financial Proposal No. _____, dt. _____.

Rates offered for the subject Printing Machine have been approved by the Surveyor General of Pakistan. You are, therefore, requested to arrange delivery as per following supply schedule:

Description of Store	Qty	Bill in name of	Rate per Unit (Rs.)	Total Cost (Rs.)	Delivery Date
Four Colour Offset Printing Machine Sheet Fed Straight /Perfecting Printing or both (as per offered specs.)	01	Project Director (for procurement of 03 x latest printing machines for modernization of Survey of Pakistan, Rwp) Directorate of Map Publication Survey of Pakistan, Rwp.			00-00-20
			Total:		

2. The above store is required to be delivered at Survey of Pakistan, Faizabad, Murree Road, Rawalpindi.

3. Please sign a formal contract with undersigned on any working day at an appointed date and time. All conditions & clauses of the contract will be applicable on you.

4. Assuring you of our best co-operation at all times and soliciting an early response from your end, please.

[NOOR ELAHI]
Deputy Surveyor General
Chairman Procurement Committee

Copy to: i. NAB, Atta Turk Avenue, G-5/2, Islamabad for information, please.
ii. DSG-I for information, please.
iii. Project Director, Directorate of Map Publication for information, please.
iv. Manager LPO for information, please.

Sl. No	SPECIFICATIONS OF FOUR COLOR OFFSET PRINTING MACHINE SHEET FED STRAIGHT/PERFECTING PRINTING OR BOTH	
1	Maximum Sheet Size	(720 x 1020) mm to (740 x 1040) mm
2	Smallest Sheet Size	(340 x 480) mm to (360 x520)mm
3	Maximum Production Speed (Sheets /Hour)	(14000 - 16000) sph
4	Sheet Thickness	(0.03 to 0.6) mm
5	LED for all print Functions and Error Messages	Console with Touch Screen Monitor for all print function and error messages
6	Printing Units	4 – Printing Units, Straight/perfecting Printing or both
7	Register Control	Remote Controlled Circumferential, Lateral and diagonal Register
8	Format Size Adjustment	Automatic sheet size adjustment
9	Washup Devices	Automatic Inking unit, Blanket and impression cylinder washing system
10	Plate Loading System	Automatic Plate Loading System
11	Detection of misaligned sheet and double sheet detector	Automatic Sheet Alignment and double sheet detection device
12	Inking System	Remote Controlled ink zones adjustment and ink temperature control for all printing Units
13	Dampening System	Alcohol Colour continuous dampening system
14	Feeder and Delivery	Non Stop Stream feeder and delivery. Antistatic devices at feeder and delivery
15	Internal Job Memory	Internal job memory for repeated job
16	Identification of Electronic and Mechanical fault	Automatic self diagnostic system for identification of mechanical and electronic faults
17	Supply Basis	Turn Key Basis, all supporting accessories and equipment like water cooling and circulating unit, air compressor blower. UPS, vacuum pumps etc. must be included in standard scope of supply. Only electric power will be supplied for machine
18	Powder Spray device	Powder spray device at delivery unit
19	ISO certificate	Must possess valid ISO certificate
20	Delivery	Within 6 months from the date of signing of contract
21	Installation & Commissioning	Within 08 weeks of supply
22	Training	i. Factory Training of 03 officials of Purchaser at the country of the manufacturer (two weeks)
		ii. Four weeks training at consignee's premises to official of Purchaser. (two phases of two week each)

COMPLIANCE SHEET

Sl. #	SPECIFICATIONS OF FOUR COLOR OFFSET PRINTING MACHINE SHEET FED STRAIGHT/PERFECTING PRINTING OR BOTH		Compliance
1	Maximum Sheet Size	(720 x 1020) mm to (740 x 1040) mm	
2	Smallest Sheet Size	(340 x 480) mm to (360 x520)mm	
3	Maximum Production Speed (Sheets /Hour)	(14000 - 16000) sph	
4	Sheet Thickness	(0.03 to 0.6) mm	
5	LED for all print Functions and Error Messages	Console with Touch Screen Monitor for all print function and error messages	
6	Printing Units	4 – Printing Units, Straight/perfecting Printing or both	
7	Register Control	Remote Controlled Circumferential, Lateral and diagonal Register	
8	Format Size Adjustment	Automatic sheet size adjustment	
9	Washup Devices	Automatic Inking unit, Blanket and impression cylinder washing system	
10	Plate Loading System	Automatic Plate Loading System	
11	Detection of misaligned sheet and double sheet detector	Automatic Sheet Alignment and double sheet detection device	
12	Inking System	Remote Controlled ink zones adjustment and ink temperature control for all printing Units	
13	Dampening System	Alcolor continuous dampening system	
14	Feeder and Delivery	Non Stop Stream feeder and delivery. Antistatic devices at feeder and delivery	
15	Internal Job Memory	Internal job memory for repeated job	
16	Identification of Electronic and Mechanical fault	Automatic self-diagnostic system for identification of mechanical and electronic faults	
17	Supply Basis	Turn Key Basis, All supporting ancillaries and equipment like water cooling and circulating unit, air compressor blower. UPS, vacuum pumps etc. must be included in standard scope of supply. Only electric power will be supplied for machine	
18	Powder Spray device	Powder spray device at delivery unit	
19	ISO certificate	Must possess valid ISO certificate	
20	Delivery	Within 6 months from the date of signing of contract	
21	Installation & Commissioning	Within 08 weeks of supply	
22	Training	i. Factory Training of 03 officials of Purchaser at the country of the manufacturer (two weeks)	
		ii. Four weeks training at consignee's premises to official of Purchaser. (two phases of two week each)	

EVALUATION CRITERIA FOR BIDS FOUR COLOUR OFFSET PRINTING MACHINE

The following criteria will be used for evaluation of technical proposals/bids. The bids not meeting the criteria will be considered technically non-responsive. Data without supporting documents will be given zero marks.

The manufacturer or his sole agent may note that all documents/statements submitted by them are under oath. Any statement/document, if found false, misstated or inaccurate at any stage will result into permanent disqualification and blacklisting of that entity and their name will be displayed on PPRA website.

A. Technical Evaluation Criteria

1. NTN Registration Certificate is mandatory.
2. Sale Tax Registration Certificate is mandatory.
3. ISO Certification: Must possess valid ISO certificate.
4. Compliance of specifications of new printing machine large size mentioned at page-16
5. No. of new Four Colour Offset Printing Machines large size already supplied and installed in Pakistan (20 Marks)

Sl. No.	No. of Machines	Marks
1.	5 and more	20
2.	up to 3	15
3.	up to 1	10

6. Back up support/Technical Staff employed by manufacturer or his Sole Agent (30 marks)

Sl. No.	Back up Support/Technical Staff employed	Marks
1.	Factory Certified Engineer with Bachelor Degree	30
2.	Certified Diploma holder with minimum 02 years experience	20
3.	Certified Technician with minimum 02 years experience	10

7. Business Experience (20 marks)

Sl. No.	General Business Experience in relevant field	Marks
1.	15 years or more	20
2.	10 years- less than 15 years	15
3.	05 years - less than 10 years	10
4.	01 year- less than 05 years	5

8. Income Tax paid during last 3 Financial years by Local Supplier/ dealer/Sole Agent/authorized Agent (15 Marks)

No.	Income tax paid during last 3 Financial years	Marks
1.	50 million and above	15
2.	40 million-less than 50 million	12
3.	30 million-less than 40 million	09

4.	20 million-less than 30 million	06
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9. Total business turnover of Local Supplier/dealer/Sole Agent/authorized/agent during last 3 Financial Years (15 Marks)

Sl. No.	Turnover	Marks
1.	1000 million and above	15
2.	800 million-less than 1000	12
3.	600 million-less than 800	09
4.	400 million-less than 600	06

10. Technical Evaluation:

The weightage of Technical Evaluation will be 70% .

The bid that scores **70% Marks** in technical evaluation will be considered as technically qualified and their Financial Bids shall be opened on the specified date & time. The bid scoring less than **70% marks** in Technical evaluation will be technically disqualified and their financial bids will not be opened.

11. FINANCIAL EVALUATION.

The weightage of Financial Evaluation will be 30%

The Financial bid will be evaluated as per following criteria. The lowest quoted bid say **Bid-Y** will be awarded full **30 Marks**. The other higher bid say **Bid-X** will be awarded marks in Financial Evaluation as:-

Marks awarded to **Bid-X** = (Price quoted in lowest Bid-Y / Price quoted in Bid-X) x30

Example:

Bids	Price quoted	Marks awarded in fin evaluation
X	1200	(1000/1200)x30=25
Y	1000	30
Z	1500	(1000/1500)x30=20

Overall Evaluation Criteria of Bids

Technical Evaluation (weightage) 70 %

Financial Evaluation (weightage) 30 %

Overall Evaluation Criteria = (Marks in Tech Eval. out of 100) x (70/100) +Marks in Fin eval.

The bid scoring highest Marks in overall Bid Evaluation will be considered successful.

TENDER FORM

NAME AND MODEL OF NEW PRINTING MACHINE _____

1. Full Name of Manufacturer or his Sole Agent _____
2. National Tax No. (NTN Registration copies) _____
3. Sales Tax Registration No. (GST copies) _____
4. Company's date of formation. _____
5. Title of Firm.
a. (Pvt: Limited) b. Sole Proprietor c. Sole Agent
d. Manufacturer e. Authorized Distributors/Agents.
6. Complete Registered office Address, _____
Phone No, Email & Cell No. _____
7. Company/Supplier banking details
a. Name of Bank _____ b. Title of Account _____
c. Account No. _____ d. Branch code name _____
e. Type of Account _____ f. City & Country _____
g. The Manufacturer or his Sole Agent shall provide certificate from the bank regarding satisfactory maintenance of the account
8. List of Board of Directors or Management with complete contact details & Address.
i. _____
ii. _____
iii. _____
iv. _____
9. Company/Supplier profile.
I. Primary Business details.
i. _____
ii. _____
iii. _____
iv. _____
II. Full Name of Company/Country from _____
where new printing machinery will _____
be imported. _____
10. Litigation history, if any, please provides full documentary details.

The information given above is true to the best of my knowledge and belief and further undertake to inform Survey of Pakistan of any changes relevant to the desired Procurement which may take place in due course of time. The terms and conditions have also been read and signed.

Authorized Signature & Stamp

Name _____

Designation _____

Date _____

Note:

1. In case of insufficient space against any column, please attach separate sheet(s) for details.
2. Whenever necessary please attach documentary evidence in support of any information, given here.

CERTIFICATE FROM MANUFACTURER OR HIS SOLE AGENT

It is hereby certified that I have read the terms and conditions of SoP's Tender placed at PPRA Website and Published in Print Media, due to be opened on 00-00-2020, for supply of **Four Colour Offset Printing Machine Sheet Fed Straight/Perfecting Printing or both** to Lithographic Printing Office Survey of Pakistan, Rawalpindi and shall abide by these terms and conditions throughout the process.

Name of Manufacturer or his Sole Agent _____

Designation _____

Signature _____

Date _____

Stamp _____

Note : The above Certificate to be produced on Stamp Paper valuing Rs.500/-.

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10 MILLION OR MORE

Contract Number: _____

Dated:

Contract Value: Rs. _____

Contract Title: SUPPLY OF 01 x FOUR COLOUR OFFSET PRINTING MACHINE SHEET FED STRAIGHT
PERFECTING PRINTING OR BOTH

Owner/Proprietor of M/s. _____ hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing, Owner/Proprietor of M/s. _____ 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 GoP, except that which has been expressly declared pursuant hereto.

Owner / Proprietor of M/s. _____ 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 GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

Owner/Proprietor of M/s. _____ 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 right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, Owner/ Proprietor of M/s. _____ agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an

amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by Owner/Proprietor of M/s. _____ 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 GoP.

Chairman
Procurement Committee
Survey of Pakistan Rawalpindi

M/s. _____

Note: The above Integrity Pact to be produced on Stamp Paper valuing Rs.500/-.

GRIEVANCE REDRESSAL COMMITTEE (GRC) OF SURVEY OF PAKISTAN

Sr. No.	Name of Officers	Designation	To work as	Telephone No.
i.	Mr. Mehar Ali.	Deputy Surveyor General-I, Surveyor General's Office.	Chairman	051- 9290201
ii.	Mr. M. Asim Waqar-ul-Hussain.	Dy. Director, OC No. 3 Photo Office.	Member	051- 9290228
iii.	Mr. Sanaullah.	Dy. Director, Survey Training Institute.	Member	051- 9250672