



WATER AND SANITATION SERVICES PESHAWAR

GOVERNMENT OF KHYBER PUKHTUNKHWA

BIDDING DOCUMENTS

**Purchase of Tyres and tubes for different Solid
Waste Vehicles of Zone-B**

April 2020

No: WSSP/OPS/03-04/2020

**GENERAL MANAGER (HR/Admin/Procurement)
WATER AND SANITATION SERVICES PESHAWAR
PLOT NO. 33, SECTOR: E-8, STREET NO. 13, (LCB BUILDING)
PHASE-VII, HAYATABAD, PESHAWAR.
PHONE#: 091-9217724 Ext: 121.**

Disclaimer

Though adequate care has been taken while preparing this document and information provided therein, but it is advised that the bidder must satisfy himself for the corrections and sufficiency of the Data. Information on any discrepancy should be intimated to this office immediately. If no information is received from any of the bidders within the time of submission date, it shall be presumed that this document is correct and complete in all respects. If considered necessary in the interest of work / public, Water & Sanitation Services Peshawar (WSSP) reserves the rights to modify, amend or supplement this document.

Terms & Conditions

Qualification of the Vendor

The following vendors are eligible to apply for the tender:

1. Only **Original Manufacturer / Authorized Dealers** can participate in the tender
2. **Original Manufacturer / Authorized Dealers** must be at the list of Active Tax Payer for all applicable taxes.
3. The **Original Manufacturer / Authorized Dealers** that have never been black listed by any Government agency or authority.
4. The **Original Manufacturer / Authorized Dealers** should have a documented track of completing at least three (3) similar assignments, during last two (2) years

Documents Required

The **Original Manufacturer / Authorized Dealers** eligible to apply are required to submit the following documents with their bidding proposal:

1. Valid registration documents with Taxation Authorities. NTN/FTN/STRN etc.
2. Valid Professional Tax Certificate
3. A copy of Tax Returns or bank statements of last two years.
4. Affidavit, on judicial stamp paper & duly attested by the Oath Commissioner, to the effect that the:
 - a) **Original Manufacturer / Authorized Dealers** that has neither been blacklisted by any agency nor is involved in any subversive activities.
 - b) **Original Manufacturer / Authorized Dealers** is/was not involved in any litigation/arbitration and that no work as rescinded in the past.
5. Full Address and contact numbers and valid email address of the office(s).

Method of Procurement:

Bidding will be conducted through “**Open Competitive Bidding**” process, specified in Rules of the Khyber Pakhtunkhwa Public Procurement Goods, Works and Services Rules 2014. Bidding is open to all eligible bidders that meets the minimum qualification criteria and required documents. It will be a “**Single Stage - Single Envelope**” procedure.

Response time:

The sealed bids duly marked as “**Bid/Proposal for Procurement of Vehicle Tyres with Tubes etc. for Water and Sanitation Services Peshawar**” must reach to the WSSP Head office, **before 11:00 A.m. on April 21, 2020.**

Opening of bids:

Bids received shall be opened on **April 21, 2020 at 11:30 A.m.** in the Conference Room of WSSP Head office.

All bids shall be opened publicly in the presence of the interested bidders or their authorized representatives.

Bid Price

Bid prices quoted should be inclusive of all taxes and stamp duties / KPRA Taxes. The prices quoted shall be binding on the tenderer for a period of 90 days. Firms will have to produce the samples of any tyres (if required).

Evaluation of bids:

All bids should comply with the eligibility criteria and other terms and conditions mentioned herein above else the bid shall be considered as Non responsive.

Rejection of bids:

All bids submitted after the time prescribed shall be rejected and returned.

Failure in submission of the above required documents will result the rejection of bid/proposal.

Any bid received without earnest money, shall be rejected.

WSSP Bid Preparation and Evaluation Committee reserves the right to reduce or increase the quantity, accept or reject all bids or proposals at any time prior to the acceptance of a bid or proposal as per KPPRA Rule 2014.

Award of Tender:

Tender would be awarded not only on the basis of lowest quoted rate(s) but quality, warranty may be counted.

The successful bidder will be bound to fulfill purchase orders within stipulated time (15 days on avg) in case of failure 1 % of order cost per week (maximum 10% of total) will be deducted from submitted bill.

Earnest Money

Earnest money at the rate of 2% of the total quoted bid may also be submitted with the bid/proposal in form of bank draft/pay order/Call deposit in favor of Chief Executive Officer Water and Sanitation Services Peshawar.

Security Deposit/Retention Money/Performance Security

10% amount of bill price shall be deducted, or bank guarantee provided by supplier and the same will be refunded to the successful bidder(s) after Six month of completion of delivery of tyres / tubes OR after expiry of offered warranty period by bidder. Subjected to satisfactory performance Report from respective Zone.

Scope of Supply

The **Original Manufacturer / Authorized Dealers** shall supply Tyres / Tubes etc. of the specification given in the attached (Annex-I).

The supplied item should be Brand New and out of Fresh Stock.

The Wheel Balancing, alignment where required shall be provided by bidder.

Warranty

Original Manufacturer / Authorized Dealers will have to mention the warranty period of the tyres offered, otherwise standard warranty will be considered by default. There must be immediate warranty Services and it will be the responsibility of the bidder to deliver stamped warranty card along with tyres.

Mode of Payment

Payment shall be made in the form of crossed cheque, which shall be issued after delivery of items/equipment and verification of the inspection committee/officer concerned.

Bid Currency

Original Manufacturer / Authorized Dealers shall quote price in Pakistani rupee only and payment shall also be made in Pakistani rupee only.

Manufacturing Date shall not be greater than **12 months from the date of issuing of purchase order.**

1. The rate(s) quoted shall include free delivery of the tyres at concern zone Parking yard and it includes transportation, loading/unloading, and included all other relevant expense as mentioned NIT.
2. The rate will be valid and operative for 90 days from the date of issue of the supply order and any new procurement may be done through Repeat order (if required / approved by Competent Authority).
3. The rates should be quoted inclusive of all taxes, including taxes of KPRA, No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
4. The rates should be quoted only for all the items specified in the list of requirements and should be for the items or given specifications confirm to the standard (s) requirements of the given specification/mark/manufactures / the incomplete BOQ shall not be accepted.
5. Where specifications/mark/manufacture is not specified by this Bid the rates should be quoted only for the **1st Class and standard quality / brand**.
6. The decision of the Committee for acceptance/rejection of supplied items/material including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
7. The supply of inferior quality/sub-standard or of different specifications other than that ordered/specified, on/or incomplete or damaged articles will not be accepted. The supplier must replace the same at his own cost and risk on intimation of non-acceptance. However, if no communication is received within 15 days from the date of communication the WSSP will not be responsible for any damage, loss etc. of such rejected articles.
8. If the supply of tyres / tubes etc. are not satisfactory or as per specification given in the tender or as required by the **Concern WSSP officer of the Zone / Inspection Committee** the same will be rejected by the WSSP Officer and such lot / items/ tyres must be replaced by the supplier at his own cost & risk without claiming for any extra charges with in the given time
9. In case of failure to replace the unaccepted and rejected articles from supplies made as mentioned in the conditions, the loss undergone by the Government will be recovered from the supplier's security deposit/earnest money or payment due of any bill (s) to the extent required as penalty.

10. In case supplier, does not execute the supply within due date mentioned in the supply order placed with him, the earnest money of the supplier will be forfeited to the Govt. and the contract for the supply shall stand terminated with no further liabilities on either party to the contract.
11. The delivery time against this bidding shall be **Three to Four Weeks**, any delay in supply / time extension shall be informed prior to the expiry of delivery date. The decision on time extension stands with Competent Authority of WSSP.
12. No advance payment will be made and no request for increase in the rates will be entertained during the period of supply / Contract.
13. Bidders should not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.
14. The Purchase Committee reserves the right to reject any tenders or negotiate as per rules.
15. The Purchase Committee also reserves the right to relax any terms and condition in the company interest.
16. Interested bidders shall also to provide their Active tax Payer list (ALT) in the name of the tendering firm.
17. The bidder shall indicate their rates in clearly visible figures and words and shall not alter/overwrite/make cutting in the rates. If alteration/overwriting/cutting in rates are noticed, such tenders shall not be taken into consideration. The rates quoted should be inclusive of all taxes and other relevant expense as mentioned in BD. Nothing shall be payable over and above the quoted rates and no future liability shall be on purchaser side.
18. Quoted rate must be inclusive of delivery at site, Fitting of Tyres with wheel balancing and alignment and tyres Should be supplied out of fresh stock.
19. The bidders are at liberty to seek any clarification or further information from the office of Zonal Manager Zone-B, WSSP.
20. The Bid validity shall be 120 days.
21. The KPPRA SBD (Rules and Regulation) For Purchase of Small GOODS shall prevail.

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PHONE#: 091-9217630 – Ext: 121**

WATER AND SANITATION SERVICES

Checklist

Purchase of Tyres and tubes for different Solid Waste Vehicles of Zone-B

1	Name of the Firm Address (Telephone, Fax & E-mail) (Mandatory (Fax, email if available))	
2	Year of Establishment	
3	Audit & Financial Statement OR Tax Return of last 3 years.	
4	NTN Certificate (Mandatory)	
6	Company Profile Experience (Mandatory)	
7	Affidavit, on judicial stamp paper & duly attested by the Oath Commissioner, to the effect that the: a. Firm/Vender has neither been blacklisted by any agency nor is involved in any subversive activities. b. Firm/Vender is/was not involved in any Litigation / arbitration and that no work as rescinded in the past. ((Mandatory))	
8	Called deposit/Bank Pay Order @ 2% of total bid cost. (Mandatory)	
9	Manufacturer /Authorized dealer's distribution certificate. (Mandatory)	
10	Technical Specification of the quoted brand. Date of Manufacturing t be Provided.	
11	Standard Warranty of Tyres and Tubes	
12	Contact Person Name & Designation	_____ Authorized Signature & Stamp

Note: This checklist duly filled and signed by authorized person, shall be submitted with the covering letter.

Water and Sanitation Services Peshawar

Affidavit

As owner of M/S

I/We accept the terms and conditions as laid down in tender form and advertisement notice/ BOQ. I/We shall also observe all the rules/regulations framed by Government of the Khyber Pakhtunkhwa regarding the Supply of Tyres & Tubes for different Vehicles in Public Sector.

SIGNATURE

WITH STAMP OF THE FIRM

Date: _____

Water and Sanitation Services Peshawar

SERVICES PROVIDER PROFILE

Company Name	
Telephone No.of the Co.	
Contact Person Name	
Contact Person Mobile.	
NTN No of the Company	
Years of Experience	

Authorized Signature: _____

Name & Designation : _____

Company Seal : _____

Water and Sanitation Services Peshawar

Financial Proposal

Name of Work- Purchase of Tyres and tubes for different Solid Waste Vehicles of Zone-B

Sr. #	TYRE SPECIFICATION	QTY	UNIT	RATE	Amount (Rs)
1	S/F Tyre (4.50-12L ply 08) The Tyre with tube complete in all respect (General /Bridgestone or equivalent)	32	NO		
2	S/F Tyre (7.50 16 L ply 14) The Tyre with tube complete in all respect (General /Bridgestone or equivalent)	37	NO		
3	S/F Tyre (1120) The Tyre with tube Complete in all respect (General /Bridgestone or equivalent)	12	NO		
4	S/F 1020 Tyre with tube Complete in all respect (General /Bridgestone or equivalent)	6	No		
5	16.9 x 30 Tyre with tube Complete in all respect (General /Bridgestone or equivalent)	08	NO		
6	600.16 ply 08 tube with app respect	10	NO		
7	S/F 7.50 16 L Ply 8 Tyre with tube complete in all respect (General /Bridgestone or equivalent)	2	NO		

8	195 R14 Ply 08 Tyre complete in all respect (General /Bridgestone or equivalent)	2	NO		
9	S/F 8.03 x 24 8 L Ply Tyre with tube complete in all respect (General /Bridgestone or equivalent)	6	NO		
10	S/F 4.00 x16 Tyre with tube complete in all respect (General /Bridgestone or equivalent)	6	NO		
Grand Total in Rs. (in Words):					

Name & Designation _____

Authorized Signature & Stamp_____

Company Seal: _____

WATER AND SANITATION SERVICES PESHAWAR.

(Instructions to the Bidder)

Please Carefully Read below instructions before filling the Bid Documents / BOQ.

1. The Bid documents all pages including BOQ must be Stamped and signed by an authorized person of the contractor/firm else the bid will not be considered.
2. In case, after evaluation, two or more bids are found equal, the lowest bidder shall be decided through Toss amongst them.
3. The Contractor Bid Security @ 2% shall be verified from the Concerned Bank, if found FAKE OR Expired, his enlistment with WSSP will be cancelled immediately and case shall be submitted to competent Authority for decision, where in the Contractor may be Blacklisted.
4. As per KPRA Notification, in case the bidder quoted rates of bids which is 10% below the Engineering Estimate / BOQ on Market Rate Basis analysis of PE, the bidders shall deposit additional bank guarantees, as prescribed, to firm up their bids. The bank guarantee and call deposits shall be accepted, subject to verification from the issuing bank. Further a bank guarantee shall be acceptable from bidders quoting up to 10% below rates on Engineer Estimates / BOQ of PE. The bank guarantees shall be obtained from contractors / bidders quoting more than 10% below on Engineer Estimates / BOQ within 7-days of the issuance of letter of acceptance (LoA) by WSSP. These guarantees will be discharged on the expiry of the defect liability period / Warranty period of the contracts.
5. Bidding Document Fee shall be deposited in Bank of Khyber WSSP in favor of CEO WSSP. The Bidding documents shall be issued against the submission of application along the BOK deposit slip.
6. The bidders are required to quote their total bids costs both in "Figures and Word".
7. All Provincial / Federal taxes / stamp duty including income tax / KPRA taxes will be recoverable from the bidder as per directives of Govt. issued from time to time.
8. Any disfiguring /overwriting, manipulation in bids unless proper signing shall be liable to rejection.

9. Only filled BOQ shall not be sufficient, all the attached Annexures and appendixes must be filled in and signed by the Supplier (Where applicable).
10. Incomplete/conditional and late receipt bids shall not be acceptable.
11. Tenders and copy of Call Deposits received through fax will not be acceptable.
12. Besides other securities etc., the successful bidder shall also to deposit the government prescribed amount of stamp duty.
13. The Competent Authority reserves the right to reject anyone or all the tenders, the reason / reasons for cancellation shall be shared with Contractor upon request.

Authorized Signature & Stamp

FORM OF CONTRACT FOR SUPPLY OF TYRES / TUBES.

THIS CONTRACT is made and executed on _____ 2020 by and between:

Water and Sanitation Services Peshawar (**Zone-B**), a company duly incorporated under the provisions of Companies Ordinance, 1984 having its registered office at Peshawar through its Zonal Manager on behalf of its Chief Executive Officer (CEO) (Hereinafter referred to as “Client” which expression shall, where the context permits, include its successors-in-interest and permitted assigns)

&

M/S _____ (Hereinafter referred to as “Firm” which expression shall, where the context permits, include its successors-in-interest and permitted assigns)

WHEREAS;

- i. The Client advertised a Tender Notice in the national press to supply of vehicle Tyres / tubes as defined in this Contract (hereinafter called the “Authorized Tyres Provider”);
- ii. The Firm, being the lowest bidder, has been selected and is willing to provide the Tyres for different vehicles (SWM) on the terms and conditions set forth in this Contract and at an agreed price of Rs. _____.

NOW, THEREFORE, the Client, represented by ZONAL Manager Zone-B on behalf of Chief Executive Officer WSSP, to synergize their efforts for achieving the intended results, have decided to enter this Contract today on _____ on the terms and conditions agreed below and set forth in Bidding documents.

1. The Firm shall provide the Tyres Products to the Zonal office WSSP Zone -B as per details provided in the Bidding Documents, BOQ, NIT, Purchase Order and as per requirement of the Client.
2. That the payment to the firm shall be made after completion of the job and verification of Zonal staff / Inspection committee through cross Cheque. No advance shall be granted to the winner bidder.
3. The Firms will provide the Tyres Product / quality and standards as per approved specification / Sample and approved tender.
4. The approved rate under this Contract shall remain the same during the currency of this Contract for a period of **(6 Months)**. The Firm shall not demand for increase in the approved rate during the period of this Contract.
5. The Firm shall be fully responsible for all payments like E.O.B.I., Social Security, Health Insurance, Etc.

6. Firm will be liable to complete the supply within **three to four weeks** of the issuance of the work order
7. The Client will deduct income tax and sales tax or any other admissible tax, if applicable, as per prescribed rates of the Government.
8. The Contract may be revoked by the Client at any time in case of unsatisfactory provision of Tyres / tubes Product or failure to perform services without serving any notice and all payments will be withheld by the Client and moreover, the legal action will be initiated against the firm.
9. The Client reserves the right to revoke the Contract at any time without assigning any reason thereof and there shall be no appeal before any court or authority against it.
10. That the completion period of this Contract shall be **Three to Four Weeks**, commencing from the date of work order.
11. If needed, based on requirement, the client can proceed with placement of further (Revised) work/supply order within contract period, the firm will be liable to provide the items on the same rate as per bid document and already approved rates.
12. The Firm shall provide the Tyre / tube Product according to the needs and requirements of the Client and in case of supply of poor quality Tyres etc. as per approved specification. The Client has the right to cancel the contract and impose ban for participating in to next bidding process of WSSP.
13. Security deposited by the firm can only be refunded after expiry of each warranty period
14. Any deviation from the above-mentioned terms of agreement will directly lead to cancellation of the contract.

IN WITNESS, WHEREOF; the authorized representatives of both the parties have executed and entered this Agreement on _____ at Peshawar have signed and sealed or stamped as under.

For and on Behalf of CEO WSSP

For and on Behalf of Firm

WITNESSES: 1

WITNESS: 2

