



GOVERNMENT OF KHYBER PUKHTUNKHWA



BIDDING SOLICITING DOCUMENT

FOR THE WORK.

**Fabrication, Supply, Installation and Commissioning of 100 Nos of
Hand Washing Stations within the Jurisdiction of WSSP- under
UNICEF Support Program.**

February 2021

BID WSSP/OPS/02-02-2021

**WATER AND SANITATION SERVICES PESHAWAR (WSSP)
LOCAL GOVERNMENT COMPLEX, KHYBER PAKHTUNKHWA
Plot#33, Street No. 13, Sector E-8, Phase-VII, Hayatabad,
Peshawar, Phone No: 091-9219098**

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

The firms / Manufacturer / Suppliers (hereinafter called the “Service Provider”) having relevant experience and qualification as per NIT are hereby invited to submit their tender for “Fabrication, Supply, Installation and Commissioning of 100 Nos of Hand Washing Stations within the Jurisdiction of WSSP” (hereinafter called the “Services”) subject to following terms and conditions: -

1. The bidder should have sufficient Resources to under the fabrication of the Washing Stations.
2. Eligibility of the Bidder Firms/ Organizations/companies having valid NTN / KPRA Registration and having valid PEC registration in Cat C6 are Eligible to participate in this tender.
3. The quoted rates should be inclusive off all applicable taxes. including KPRA taxes and other charges which include delivery at desired location within Jurisdiction of WSSP.
4. The rates should be valid till the contract expiration date (Four Months). Contract shall be entered with the bidder on least cost basis and no increase, due to any reason, in the rates shall be acceptable during the validity of the contract period.
5. Deliverables Establishment of Hand Washing stations as per details given in BOQ / Specification within **15 days** after issuing of work order to the successful bidder.
6. Tender will be submitted by bidding with bidding documents / filled BOQ duly signed by Chief Executive / Authorized person of the firm, along with information as requested in Appendix -A. Else the bidder will be considered as Non-Responsive.
7. Blacklisted service providers should not apply.
8. The service provider shall be fully responsible for all work and services performed by its employees, and for this purpose the service provide shall employ competent and well-trained employees to perform the services under the Contract.
9. Services should be according to the client’s requirement. No amendment in tender form (in specification) will be accepted and such forms shall be rejected.
10. The payment shall be made to the contractor after work Completion and verification of Zonal staff through cross cheque.
11. In case of providing poor Performance / Supply, the client has the right to cancel the contract and impose penalty and debar bidder for participating in the next bidding process of WSSP.
12. A rate contract (copy attached) shall be signed by the successful bidder and WSSP and all terms and conditions would be binding on both parties.

13. Bidders are required to Submit the sealed tender under Single Stage Single Envelop method at the place, date and time mentioned in NIT.
14. The bidder / Supplier should be a registered entity / Active with KPRA, and KPRA taxes will be deducted as per law enforced at the time.
15. The company will deduct taxes, duties (Including Stamp duties / KPRA Taxes) and other relevant charges as prescribed and amended from time to time by tax authorities / Government.
16. Competent Authority reserves the right to reject the tender at any stage with cogent reason as per KPPRA rules and regulations.
17. The WSSP reserves the right to resort to re-tendering with providing reasons whatsoever. The WSSP shall not incur any liability on account of such rejection.
18. The WSSP reserves the right to modify any terms, conditions, or specifications for submission of offer and to obtain revised Bids from the bidders due to such changes, (if any) in best public interest.
19. No Advance payment shall be made to the Successful bidder.
20. Any disfiguring / over writing, manipulation in the tender shall be liable to rejection or Incomplete / conditional bids shall not be acceptable.
21. Any deviation from above mentioned conditions will automatically lead to cancellation of the Contract.

Submission of Bid

- Bid with technical specifications and rates of the offered items should be submitted in single sealed envelope.
- Bid should be submitted completely including procurement of Material, labor, services, and delivery.
- Prices should be inclusive of all applicable taxes.
- Prices shall include transportation and other related costs till the desired location within WSSP Peshawar,

Penalty and Liquidated Damages.

In case the delivery is delayed beyond the stipulated date of delivery, 'Liquidated damage for late delivery @ one half of one percent (0.5%) of the order value for each day of delay or part thereof would be imposed, subject to maximum of 10% of the Contract Value if the delay is for 10 days or more. The penalty for late delivery will be deducted from the bill amount.

Bid Security. All bidders shall furnish Security Deposit equivalent to 2% of the total Cost of Deliverables in the form of Call deposit//Demand Draft in favor of WSSP. Cheque will not be accepted in any case. After selection of successful bidder, WSSP will return/release the bid security to the unsuccessful bidders through Cross cheque.

Evaluation Criteria for Bid

- The Purchaser will scrutinize the offers to determine whether it is complete, whether errors have been made in the offer, whether required technical documentation has been furnished and whether the documents have been properly signed. Offers with incorrect information or not supported by documentary evidence, wherever called for, would be summarily rejected. However, the purchaser, at its sole discretion, may waive any minor non-conformity or any minor irregularity in an offer. The Purchaser reserves the right for such waivers, and this shall be binding on all vendors.
- Evaluation criteria will be Given Specifications, Quality, Price and Delivery time respectively of the items. Deviation from specifications stipulated may make the offer liable for rejection.
- For proper scrutiny, evaluation, and comparison of offers, the purchaser may, at its discretion, ask some or all vendors for clarification of their offer. The request for such clarifications and the response will necessarily be in writing.

Rejection of the Bid

The Bid is liable to be rejected if:

- The document does not bear signature of authorized person.
- It is received through Telegram/Fax/E-mail.
- If Incomplete offer is received.
- If the bid is submitted without or less or not in required type the bid security requested in NIT.
- If bid is received after expiry of the due date and time stipulated Incomplete bid, including non-submission or non-furnishing of requisite documents/Conditional Offers not conforming to the Terms and condition stipulated in this tender document are liable for rejection by Purchaser.
- If any of the information provided is found incorrect/false or misleading at any stage or after award of contract,

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BILL OF QUANTITIES

| S No. | Description | Unit | QTY | Rate | Amount |
|-----------------------------------|---|------|-----|------|--------|
| 1 | Providing, laying cutting, jointing, testing PPRC pipeline in walls/trenches with pipes (confirming to DIN 8077/8078, PN 20 of approved quality & fittings conforming to DIN 16962, PN25 of the same manufacturer) for cold/hot water supply systems including specials complete in all respect as per specifications: 1" i/d | Rft | 20 | | |
| 2. | Providing and Fixing of Soap Dish | Each | 2 | | |
| 3 | PPR Pipe tapes (Good quality) | Each | 3 | | |
| 4 | Making connection with the existing system light density polyethylene pipe | Rft | 5 | | |
| 5 | Providing and Fixing GI Sheet 18 SWG container (6'*12"*6") | Each | 1 | | |
| 6 | Iron Frame Angle Iron (2"x2"x3/16") | Each | 1 | | |
| 7 | Water Tank 200 gallons, Double Fly, Fire Corrosion Damage Resistant, High Durability, Smooth Finish | Each | 1 | | |
| Amount Per Washing Station | | | | | |
| Cost For 100 Units | | | | | |
| Grand Total (In Pak Rs) | | | | | |

Amount in Words:

Authorized Signature: _____

Name & Designation : _____

Company Seal:

Drawing and Specification of Hand Washing Station.

Material Per Washing Station

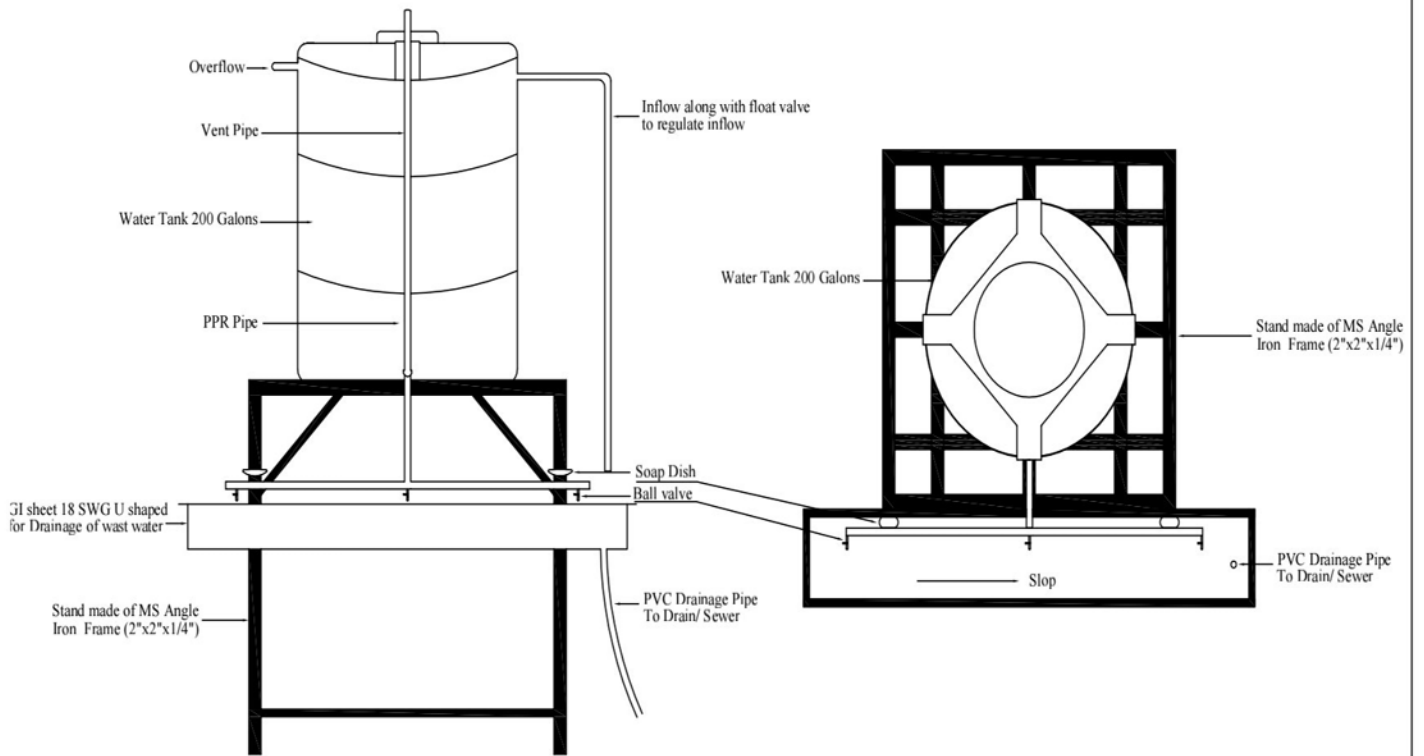
| S No. | Description | Unit | QTY |
|-------|---|------|-----|
| 1 | Providing, laying cutting, jointing, testing PPRC pipeline in walls/trenches with pipes (confirming to DIN 8077/8078, PN 20 of approved quality & fittings conforming to DIN 16962, PN25 of the same manufacturer) for cold/hot water supply systems including specials complete in all respect as per specifications: 1" i/d | Rft | 20 |
| 2 | Providing and Fixing of Soap Dish | Each | 2 |
| 3 | PPR Pipe tapes (Good Quality) | Each | 3 |
| 4 | Making connection with the existing system light density polyethylene pipe | Rft | 5 |
| 5 | Providing and Fixing GI Sheet 18 SWG container (6'*12"*6") | Each | 1 |
| 6 | Iron Frame Angle Iron (2"x2"x3/16") | Each | 1 |
| 7 | Water Tank 200 gallons, Double Fly, Fire Corrosion Damage Resistant, High Durability, Smooth Finish | Each | 1 |
| 8. | Branding and per WSSP Design / Color and Logo | Each | 1 |

Authorized Signature: _____

Name & Designation : _____

Company Seal:

Hand washing Station



TITLE:

Hand washing Station

Department:

WSSP

Prepare by:

Checked by:

**WATER AND SANITATION SERVICES
Checklist**

**Fabrication, Supply, Installation and Commissioning of 100 Nos of Hand Washing Stations
within the Jurisdiction of WSSP- under UNICEF Support Program.**

| S.No | Particulars | (Yes / No) |
|------|--|---------------------------------|
| 1 | NTN Certificate Mandatory | |
| 2 | KPRA Registration Certificate Mandatory | |
| 3 | Technical Compliance Sheet (<u>Annexure-B</u>) | |
| 5 | Proof of Workshop and trained Staff | |
| 4 | Affidavit, on judicial stamp paper & duly attested by the Oath Commissioner, to the effect that the: <p style="margin-left: 20px;">a. Firm/vender has neither been blacklisted by any organization / department nor is involved in any subversive activities.</p> <p style="margin-left: 20px;">b. Firm / vender is/was not involved in any Litigation / arbitration and that no work as rescinded in the past. Mandatory</p> | |
| 6 | Called deposit (CDR) @ 2% of total bid cost in favor of CEO, WSSP. Mandatory | |
| 7 | Contact Person Name & Designation _____ | Authorized Signature & Stamp |

Note:

- This checklist duly filled and signed by authorized person shall be submitted with bid and bidder should ensure to provide Mandatory documents / evidence with his proposal. Else the bid will be considered as Non-Responsive.

Affidavit (For Service Provider)

I owner Mr. _____ CNIC# _____
of M/s _____

I/We accept the terms and conditions as laid down in Bidding documents and advertisement notice. I/We shall also observe all the rules / regulations framed by Government of the Khyber Pakhtunkhwa regarding the supply of Good as mentioned in the KPPRA Rule 2014 / Standard Bidding Documents of KPPRA Rules 2014.

Furthermore, I/We understand that if any information provided in respect of this bid is found false / fake at any stage before / after award of contract. The WSSP has a right to withhold all due payments, impose penalty and may file a petition in Court of law for debarment / blacklisting of the firm.

**SIGNATURE
WITH STAMP OF THE FIRM**

Date: _____

SERVICE PROVIDER PROFILE

| | |
|---------------------------|--|
| Company | |
| Contact Person / Mobile # | |
| Address of Office | |
| Telephone No / Mobile No | |
| NTN No | |
| Years of Experience | |
| No of Trained Staff | |

Authorized Signature: _____

Name & Designation: _____

Company Seal : _____

TERMS AND CONDITIONS
FOR FILLING THE BIDDING DOCUMENTS
WATER AND SANITATION SERVICES PESHAWAR.

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

The Incomplete BID shall not be considered and REJECTED.

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 KPPRA Notification **No. KPPRA/M&E/Estt:/1-17/2019-20** Dated Peshawar, the June 12, 2020 in respect of additional bid Security as imposed shall be referred to in case rate is quoted below than the Estimated cost.
4. If the successful bidder failed to provide the required Bid Security or the Performance Security within the prescribed time or fails to sign the agreement for the work, his bid security shall be forfeited in favor of WSSP and the work will be awarded to the 2nd lowest bidder.
5. 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.
6. Bidding Document Fee shall be deposited in Bank of Khyber A/c #: 0742-38 in favor of CEO WSSP. The Bidding documents shall be issued against the submission of application along the BOK deposit slip (No cash Payment shall be entertained).
7. Bidding shall be done on least Cost Basis, and the work order shall be awarded to lowest successful bidder in total.
8. The bidders are required to quote their total bids costs both in “Figures and Word”.
9. All Provincial/Federal taxes/stamp duty including income tax will be recoverable from the bidder as per directives of Govt. issued from time to time.
10. Any disfiguring/overwriting, manipulation in bids unless proper signing shall be liable to rejection.

11. Only filled BOQ shall not be sufficient, all the attached Annexures and appendixes must be filled in and signed by the contractor (Where applicable).
12. Incomplete/conditional and late receipt bids shall not be acceptable.
13. Tenders and copy of Call Deposits received through fax will not be acceptable.
14. Besides other duties & taxes etc., the successful bidder shall also to deposit the government prescribed amount of stamp duty.
15. 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.

Supplier/ Contractor Signature

Stamp.

CONTRACT

Fabrication, Supply, Installation and Commissioning of 100 Nos of Hand Washing Stations within the Jurisdiction of WSSP- under UNICEF Support Program is made and executed on this _____, 2021 by and between:

Water and Sanitation Services Peshawar, a company duly incorporated under the provisions of Companies Ordinance, 1984 having its registered office at Plot #33, Street 13, Local Government Governance School, Phase 7, Hayatabad, Peshawar through its Chief Executive Officer (CEO) on behalf of its Board of Directors (Hereinafter referred to as “**Client**” which expression shall, where the context permits, includes its successors-in-interest and permitted assigns)

AND

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

WHEREAS.

The Client advertised a Tender Notice in the national press for **Fabrication, Supply, Installation and Commissioning of 100 Nos of Hand Washing Stations within the Jurisdiction of WSSP- under UNICEF Support Program.** . (hereinafter called the “Service Provider / Contractor / Bidder).”

The Firm, being the lowest bidder, has been selected and is willing to provide the Supply / Services on the terms and conditions set forth in this Contract, NIT and Bidding Documents.

NOW, THEREFORE, the Client, represented by its Chief Executive Officer on behalf of its Board of Directors and the Firm, represented by its General Manager WSSP, to synergize their efforts for achieving the intended results, have decided to enter into this Contract today on _____, 2021 on the terms and conditions agreed below.

1. The Firm shall complete the work as per details provided in the BOQ / NIT and as per requirement of the Client and set forth in Bid Solicitation documents, terms and Conditions.
2. That the payment to the firm shall be made after delivery and verification of bill (Payment shall be made for actual work) through cross Cheque within 30 days. No mobilization advance shall be granted to the winner bidder.
3. The Firms will complete the work with in 15 days time frame, as per approved Specifications desired, no deviation in this respect shall be accepted.
4. The approved rate under this Contract (as mention in BOQ submitted by Service Provider) shall remain the same during the approved time of this Contract (Four Month). The Firm shall not demand for increase in 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. of their hired Employees. WSSP will not be responsible for any occurrence to the employees of the bidders.
6. Bids shall remain valid for the period of 90 days, in exceptional circumstances prior to expiry of the original bid validity period, the Employer may request that the bidders extend the period of validity for a specified additional period which shall in no case be more than the original bid validity period. The request and the responses there to shall be made in writing. A bidder may refuse the request without forfeiting his Bid Security. A bidder

agreeing to the request will not be required or permitted to modify his bid but will be required to extend the validity of his Bid Security for the period of the extension.

7. The Client will deduct income tax and sales tax / KPRA taxes or any other duties and tax (if applicable) as per prescribed rates of the Government.
8. The Contract may be revoked by the Client / WSSP at any time in case of unsatisfactory performance, failure to perform services, without serving any notice to Firm and all payments may be withheld by the Client, the Bid Security shall be forfeit and moreover, WSSP reserve the right to impose penalty and move the legal action against the firm for Debarment / Blacklisting.
9. The Client reserves the right to revoke the Contract at any time without assigning any reason there of and there shall be no appeal before any court or authority against it.
10. All the terms and Conditions mentioned in Bidding Documents, NIT and detail finalized in meetings are the part of this contact agreement and Supplier is bound to adhere with.

IN WITNESS, WHEREOF; the authorized representatives of both the parties have executed and entered into this Agreement on this _____, 2021 at Peshawar have signed and sealed or stamped as under.

For WSSP, Peshawar

For and on Behalf of Firm

WITNESSES:
