



GOVERNMENT OF KHYBER PUKHTUNKHWA



Bid Soliciting Documents

FOR WORK

“HIRING OF VEHICLES/MACHINERY FOR WSSP DISPOSAL SITE OPERATIONS AT GARHI FAIZULLAH SHAMSHATOO, PESHAWAR FOR THE YEAR 2020-21”.

May 2021

BID WSSP/OPS/06-05-2021 (Rev.)

ZONAL MANAGER ZONE- (A, B, C & D)
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.

Invitation to BID.

2nd Time Notice Inviting Tender

Sealed Bids are invited from Service Providers / Contractors / Firms, having relevant experience in providing Similar Services and registered with Income tax / KPRA department and Active on ATL for all taxes for the Work “**HIRING OF VEHICLES/MACHINERY FOR WSSP DISPOSAL SITE OPERATIONS AT GARHI FAIZULLAH SHAMSHATOO, PESHAWAR FOR THE YEAR 2020-21.**” as per following details.

Terms & Conditions

1. Interested and eligible bidders may obtain BOQ and Bid Soliciting Documents upon written request from the office of the undersigned on providing fee slip of PKR: 2500/- (Non-Refundable) payable in the name of Chief Executive Officer WSSP, Bank of Khyber A/C# 742-3 Phase –III Chowk Hayatabad immediately after publishing of advertisement in newspaper up Monday 31-05-2021.
2. The Bid Soliciting Documents may be downloaded from WSSP Website in case the deposit slip Fee of PKR 2500/- (Non-Refundable) must be attached with the proposal.
3. Those firms / Service providers who were engaged in providing similar nature of services to WSSP in past, will provide satisfactory Work Performance Report from concern Zone to be considered as eligible bidder for the work.
4. 2% bid security of the total bid cost in the shape of call deposit in favor of **Chief Executive Officer; WSSP** must be accompanied with the application for bidding documents.
5. The sealed bids must be submitted till 11:00 am on 31-05-2021 through courier services, the Bids shall be opened by Bid preparation and evaluation committee on the same day at 11:30 am. Late bids shall not be accepted.
6. The bid documents must be **stamped and signed** by an authorized person of the contractor / firm. All federal and provincial duties/stamp duty/taxes including sales tax / KPRA taxes will be recoverable as per directives of the government issued from time to time. The firm must be a registered entity with KPRA. (Rule: 37A of KPPRA).
7. Any disfiguring / over writing, manipulation in the tender shall be liable to rejection. Incomplete / conditional bids shall not be acceptable.
8. The Competent Authority reserves the right to reject anyone or all the tenders, the reason for rejection shall be communicated to the Contractor / firm upon request.

**GENERAL MANANGER HR/Admin/Procurement (WSSP),
Local Government Complex, Plot no 33, Street 13, Sector E-8, Phase-VII,
Hayatabad, Peshawar. Phone#: 091-9219098. Ext: 121.**

TERMS & CONDITIONS

The firms/companies (hereinafter called the "Service Provider") having relevant experience in the field are hereby invited to submit their tender for "**HIRING OF VEHICLES/MACHINERY FOR WSSP DISPOSAL SITE OPERATIONS AT GARHI FAIZULLAH SHAMSHATOO, PESHAWAR FOR THE YEAR 2020-21.**" (hereinafter called the "Services") subject to following terms and conditions: -

1. The bidder should have sufficient machineries to meet the demand of Dumping Site activities within the WSSP Dumping Site in Ghari Faizullah Shamshatoo.
2. The machineries will be requiring for the periods of 06 months, the work should be executed immediately after the award of work order. The periods may vary according to the needs of the client and the contract may be extended for future periods with mutual consent of both the parties.
3. The service provider should quote rates of hiring of each vehicles/machinery as per Hours/day basis with fuel along with manpower. The quoted rate should be inclusive of driver. Wages/food, night charges cleaning tools etc.
4. The rates should be valid till the contract expiration date. 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. 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.
6. Blacklisted service providers should not apply.
7. 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. The Service provide shall employee designated field Supervisor who will be responsible for the submission of the daily progress report of the activities performed in the field.
8. 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.
9. The payment shall be made after the submission of IPC by the contractor and verification of the Dumping Site/Zonal staff through crossed check.
10. The contractor will be responsible to provide the required machinery and start work within 01-week time after issuance of PO/WO. In case of non-compliance,

the penalty will be imposed @ 5,000-10,000 Rs. per day. Which may further led to cancellation of Contract and debarment /Blacklisting of the firm (if work is not executed upon intimations).

11. In case of provision of poor-quality service/not abiding by the instruction of the client the penalty up to Rs. 5000- 10,000/- per day can be imposed on the service provider.
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. The bidder should have sufficient experience in the field.
15. The quoted rates should be inclusive of all applicable taxes and other relevant charges.
16. 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.
17. Competent Authority reserves the right to reject the tender at any stage with cogent reason as per KPPRA rules and regulations.
18. No Advance payment shall be made to the Successful bidder.
19. In case of providing poor Performance or noncompliance, the client has the right to cancel the contract and impose penalty and debar bidder for participating in the next bidding process of WSSP. It may include the Blacklining of the firm through PEC,
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.

Supplier/ Contractor Signature

Stamp.

BILL OF QUANTITIES

**NAME OF WORK:
HIRING OF VEHICLES/MACHINERY FOR WSSP DISPOSAL SITE OPERATIONS AT
GARHI FAIZULLAH SHAMSHATOO, PESHAWAR FOR THE YEAR 2020-21**

Sr. #	DESCRIPTION	UNIT	QTY	RATE (Rs)	AMOUNT (Rs)
1	Provision of Truck/Dumper 800 cft without loading and carriage to designated point within 1-1.5 KM at dumping yard, Ghari Faiz Ullah Shamshatoo.	Trips	1300		
2	Provision of Large Chain Dozer Caterpillar D9 for waste levelling at WSSP Disposal Site at Garhi Faizullah Shamshatoo for Operation and Special events	Hours	730		
3	Provision of Excavator D-180 or equivalent for WSSP Disposal Site Operations and special events at WSSP Disposal Site at Garhi Faizullah Shamshatoo Peshawar	Hours	700		
Grand Total in Rs.					

Amount in Words: _____

Authorized Signature: _____

Name & Designation: _____

Company Seal:

WATER AND SANITATION SERVICES
Checklist

**HIRING OF VEHICLES/MACHINERY FOR WSSP DISPOSAL SITE OPERATIONS AT
GARHI FAIZULLAH SHAMSHATOO, PESHAWAR FOR THE YEAR 2020-21**

S.No	Particulars	
1	NTN Certificate Mandatory	
2	KPRA Registration Certificate Mandatory	
3	Proof of Relevant Experience (Purchase Orders / Contract Copy, at least two Relevant Contract to be attached)	
4	WSSP Satisfactory Performance Certificate (If similar nature of work is provided to WSSP previously). (Mandatory)	
5	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 organization / department 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	
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 hired services (Non-Consultancy) as mentioned in the KPPRA Rule 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 or if the work is not executed after award or having poor performance. The WSSSP has a right to withhold all our due payments, impose penalty and may file a petition in Court of law / PEC / KPRA 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 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, or failed to initiate the work in stipulated time, 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 #: 0742-3 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 responsive 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.

WSSSP

CONTRACT

HIRING OF VEHICLES/MACHINERY FOR WSSP DISPOSAL SITE OPERATIONS AT GARHI FAIZULLAH SHAMSHATOO, PESHAWAR FOR THE YEAR 2020-21. 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 **HIRING OF VEHICLES/MACHINERY FOR WSSP DISPOSAL SITE OPERATIONS AT GARHI FAIZULLAH SHAMSHATOO, PESHAWAR FOR THE YEAR 2020-21.** (hereinafter called the “Service Provider.”)

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 Zonal Manager (Zone B) 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 (ZM-B) 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 initiate the work immediately after the award of PO / Contract and complete the work as per approved Specifications or as desired by the clint , 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 (Six 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. That the completion period of this Contract shall be 06 months, commencing from the date of work order or as per Client's directions / Request.
11. The contractor will be responsible to provide the required machinery and start work within 01-week time after issuance of PO/WO. In case of non-compliance, the penalty will be imposed @ 5,000-10,000 Rs. per day. Which may further led to cancellation of Contract and debarment /Blacklisting of the firm (if work is not executed upon intimations).
12. The contractor will be responsible for parking of his machinery in the jurisdiction of Shamshatoo landfill site.
13. The payment will be made as per working time/hour, no payment will be made for idle time of the machinery.
14. The Firm shall complete the work as per Specification of the Client and in case of poor performance, noncompliance with the need, the Client has the right to cancel the contract and impose ban for participating into next bidding process of WSSP and as penalty the Bid security shall be forfeited in favor of WSSP.

15. 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:

