



**GOVERNMENT OF KHYBER PUKHTUNKHWA  
(WATER AND SANITATION SERVICES PESHAWAR)**

**BIDDING DOCUMENT**

**FOR THE  
PURCHASE AND SUPPLY OF PESTICIDES/ INSECTICIDES  
FOR ZONE A, B,C and D, WSSP**

**June 2021**

**WSSP/OPS/32-06/2021**

**General Manager (HR/Admin/Procurement)  
WATER & SANITATION SERVICES, PESHAWAR**  
Local Government Complex, Phase-VII, Hayatabad, Peshawar.  
Phone #: 9219098 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**

The Registered, Authorized /and Licensed firms/companies/ Manufacturers hereinafter called the Pesticides Supplier having relevant Experience in the field are hereby invited to submit their tender for **PURCHASE AND SUPPLY OF PESTICIDES/INSECTICIDES FOR WSSP (Zone-A, B, C, D)** subject to following terms and conditions: -

1. The Supplier / Interested parties must have relevant experience in the field else the Bid Security shall be forfeited by the company in case of Poor performance or failure and may be Backlisted for Future business with WSSP.
2. The Supplier should quote rates of the mentioned items in BOQ as required and rates must be inclusive of all applicable taxes.
3. Repeat Order may be placed to successful Bidder on Need basis in the light of KPPRA Guidelines and after approval from Competent Authority.
4. Bidders are required to Submit the sealed tender under Single Stage Single Envelop method at the place, date and time mentioned in NIT.
5. The bidder / Supplier should be a registered entity with taxation authorities. The bidder should have sufficient experience in the field.
6. The Bidder shall be responsible to supply Pesticides a per required quantities to respective Zones (A, B, C,D) within in jurisdiction of WSSP.
7. The quoted rates should be inclusive of all applicable taxes and other relevant charges (Delivery at site within the Jurisdiction of WSSP will be compulsory).
8. The company will deduct taxes, duties (Including Stamp duties) and other relevant charges as prescribed and amended from time to time by tax authorities / Government.
9. The rates should be valid till the expiry of the contract period. Documents shall be signed 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.
10. Tenders will be received only along with bidding documents duly signed and stamped by Chief Executive / authorized person of the firm.
11. Blacklisted supplier should not apply.
12. Competent Authority reserves the right to reject the tenders at any stage with cogent reason as per KPPRA rules and regulations.
13. The Supply should be as per the client's requirement. No amendment in tender form (in specification / Supply) will be accepted and such forms shall be rejected.
14. The payment shall be made upon supply within 30 working days after submission of valid Invoice / Bill and signed delivery note from the concern.
15. No Advance payment shall be made to the Successful bidder.

16. The pesticides/Insecticides should be delivered within 15 days after the issuance of Supply order (Purchase Order). Otherwise, penalty @ 0.1% per day shall be imposed on the supplier, subjected to the final decision approval from the Competent Authority.
17. In case of providing poor quality / Low standard material or substandard as other than the approved samples / Quality / Standard the client has the right to cancel the contract and impose ban for participating in the next bidding process of WSSP.
18. Three Random samples from each item shall be collected and analyzed for identification and checking of effectiveness of the pesticides/Insecticides after the completion of pesticides/insecticides supply at standard laboratories such as PCSIR and Tarnab Farm whose charges shall be borne by the supplier.
19. The validity period (Expiry) of the supplied pesticides/insecticides should not be less than two years from the date of completion of supply.
20. All such sub-standard supplies shall be returned to supplier at his own cost, and penalty may be imposed for such wrong action and the Bid Security @ 2% shall be forfeited.
21. A contract (copy attached) shall be signed by the successful bidder and WSSP and both the parties will be bound to comply the terms and conditions of the contract.
22. Any disfiguring / over writing, manipulation in the tender shall be liable to rejection or Incomplete / conditional bids shall not be acceptable.
23. Any deviation from above mentioned conditions will automatically lead to cancellation of the Contract.

**WATER AND SANITATION  
SERVICES PESHAWAR**

**Supplier's Acceptance.**

**Name:** \_\_\_\_\_.

**Signature:** \_\_\_\_\_

## **Affidavit**

I owner

Mr. \_\_\_\_\_ CNIC# \_\_\_\_\_ of

M/s

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**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.

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 our 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's PROFILE**

Company	
Address of Office	
Contact Person / Mobile #	
Telephone No	
NTN No	
Years of Experience	
Supply Authorization	

**Authorized Signature:** \_\_\_\_\_

**Name & Designation :** \_\_\_\_\_

**Company Seal** \_\_\_\_\_

**NAME OF WORK: PURCHASE AND SUPPLY OF PESTICIDES/ INSECTICIDES FOR ZONE-A,B,C and D WSSP PESHAWAR**

**(BILL OF QUANTITIES)**

S#	Description	Unit	A	B	C	D	Total	Rate (Rs)	Amount (Rs)
1	Deltamethrin 1.5% EC	Liter	200	150	200	100	650		
2	DDVP (50%) EC	Liter	300	500	200	80	1080		
3	Temiphos (1%)	Kg	100	-	-	-	100		
	Cypermethrin 10% EC	Liter	-	150	-	100	250		
<b>Total Amount (Rs)</b>									

**Total in Words** \_\_\_\_\_

WSSP

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Company Stamp:** \_\_\_\_\_



**WATER AND SANITATION SERVICES  
Checklist**

**The Following listed documents should be submitted with the Proposal.**

S.No	Particulars	Yes /NO
1	NTN Certificate	
2	Proof of Relevant Experience (Purchase Orders / Contract Copy, at least two <b>Relevant Supply</b> to be attached)	
3	<b>Satisfactory Performance Certificate</b> Satisfactory Performance Certificate of previous Client. (Minimum 2 Certificates)	
4	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.	
5	Called deposit (CDR) @ 2% of total bid cost in favor of CEO, WSSP. <b>Mandatory</b>	
6	Proof of Authorization for supply of Insecticides and pesticides. Govt, Authorized Supplier.	
7	Contact Person  Name & Designation _____  Mobile: _____	_____ Authorized Signature & Stamp

**Note:**

- This checklist duly filled and signed by authorized person shall be submitted with bid and bidder should ensure to provide documents / evidence with his proposal. Else the bid shall not be accepted.



# **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**

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 2<sup>nd</sup> 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 #: 3000-823995 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 and 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 / evidence 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 / AGREEMENT

### FOR PURCHASE PESTICIDES & INSECTICIDES FOR WSSP

**THIS CONTRACT** 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 **SUPPLY OF PESTICIDES/ INSECTICIDES FOR WSSP**, (hereinafter called the “Supplier / Dealer”).

The Firm, being the lowest bidder, has been selected and is willing to provide the Supply of pesticides/Insecticides for respective zones of WSSP 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 Manager Operations WSSP, in order 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 supply Pesticides as per details provided in the BOQ / NIT and as per requirement of the Client set forth in Pre-Bid Meeting.
2. That the payment to the firm shall be made after delivery and verification of bill (Payment shall be made for actual Supply) through cross Cheque within 30 days. No mobilization advance shall be granted to the winner bidder.
3. The approved rate under this Contract (as mentioned in BOQ submitted by Supplier) shall remain the same during the approved time of this Contract (One Year). The Firm shall not demand for increase in approved rate during the period of this Contract.
4. The Firm shall be fully responsible for all payments like E.O.B.I., Social Security, Health Insurance, etc. Of their employees.
5. Bids shall remain valid for the period of 60 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 thereto 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.

6. Firm will be liable to complete the supply within 15 days of the issuance of the purchase order.
7. The Client will deduct income tax and sales tax or any other duties and 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 supply, failure to perform services, without serving any notice to Supplier / Firm and all payments will be withheld by the Client, the Bid Security shall be forfeit and moreover, WSSP reserve the right to move the legal action 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. The Firm shall supply pesticides as per Specification of the Client and in case of poor quality / substandard etc. other than the approved sample, 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.
11. The supply items should have Expiry period not less that 2 Years. The Firm should be Govt registered / authorized supplier for supply of Pesticides.
12. All the terms and Conditions mentioned in Bidding Documents, NIT and detail finalized in Pre-bid meeting are the part of this contract 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:**

\_\_\_\_\_  
  
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\_\_\_\_\_