

BID DATA SHEET (INFORMATION FOR THE BIDDERS)

1.	Procuring Agency	Population Welfare Training Institute
2.	Tender Number	2018/2019
3.	Name of Tender	Supply of Food Items
4.	Cost of Tender Document	Rs.500/-
5.	Bid Security is within 5% of the estimated cost.	Of total estimated amount in shape of CDR in favour of "Principal PWTI". <ul style="list-style-type: none">• Lot No.1 bid security = Rs.11500• Lot No. 2 bid Security = Rs.20750
6.	Performance Guarantee	10% of Contract Value
7.	Tender Addressed to	Principal PWTI, Lahore.
8.	Contact Number	042-99230809
9.	Due Date, Time and Place of submission of Tender Document	30-01-2019 till 11:00am Accountant, PWTI.
10.	Date, Time and Place of Technical Bid Opening	30-01-2019 at 11:30am In the office of Principal, PWTI Lahore.
11.	Date, Time and Place of Financial Bid Opening	Shall be intimated subsequently

APPLICATION

Subject: TENDER FOR THE SUPPLY OF FOOD ITEMS

1.)	NAME OF FIRM:
2.)	OWNER OF FIRM:
3.)	CNIC:
4.)	GST NUMBER:
5.)	NTN:
6.)	IS AFFIDAVIT ATTACHED?:
7.)	CONTACT NO:
8.)	E-MAIL:
9.)	OFFICE ADDRESS:



**POPULATION WELFARE TRAINING INSTITUTE
POPULATION WELFARE DEPARTMENT
GOVERNMENT OF THE PUNJAB**



TENDER ELIGIBILITY/MANDATORY PARAMETERS

Eligible Bidder/Tenderer is one who:-

- i. has valid registration certificate for Income Tax and Sales Tax and active NTN Number / active taxpayer by FBR.
- ii. has paid professional tax for current period where required.
- iii. is registered with Punjab Revenue Authority where required.
- iv. Has deposited bid security of total estimated amount in shape of CDR in favour of "Principal PWTI" that is within 5% of the estimated cost.
 - a. Lot No.1 bid security = Rs.11500
 - b. Lot No. 2 bid Security = Rs.20750
- v. due date of submission is 30.01.2019 at 11:00am.
- vi. date of opening of the tender is 30.01.2019 at 11:30am.
- vii. an Affidavit on original stamp paper of Rs. 100/- should be provided by the tenderer that their firm has not been blacklisted by any Government Department/Organization.
- viii. an Affidavit on original stamp paper of Rs. 100/- should be provided by the tenderer regarding acceptance of the term & conditions in this document and tender notice.
- ix. experience of supply of similar items to government or reputable private organization.

EVALUATION CRITERIA

- i. Technical bids shall be evaluated Lot wise on the basis of specifications mentioned in the requirement/specification schedule as per Punjab Pure Food Regulations 2018 and the terms and conditions mentioned in the Tender Eligibility/Mandatory Parameters.
- ii. The rates should be valid for financial year 2018-19 and cannot be changed till the whole year complete. The year will start after the signing the contract. The rates should be including all the applicable taxes and luggage charges including taxes applicable during the provision of food items till the contract completes. There shall be no any hidden charges.
- iii. In case all the bidders or more than one bidders quote equivalent rates the procuring agency shall decide the matter on the basis of lottery (qura andazi) in the presence of bidders or upon unanimously acceptable procedure.

TERMS & CONDITIONS

1. The qualified bidder/bidders shall provide the goods to PWTI till expiry of financial year 2018-19 after the issuance of Purchase Order on day to day basis as per the requirement of the PWTI.
2. The quality test of food items shall be as per the requirement of procuring agency from Punjab Food Authority from random samples. The cost of the test shall be borne by the PWTI.
3. In case the quality is found unsatisfactory and not as per the specifications settled between the successful bidder and PWTI the bidder shall pay the penalty of Rs.10,000/- (rupees ten thousand) per item alongwith replacement of item.
4. The procuring agency reserves the rights to cancel the contract at any time and re-tender any lot or all the lots in case of poor quality of items and inefficient services.
5. If the successful bidder at any time during the contract intends to withdraw the contract he/she shall inform the PWTI 03 months before alongwith reason that may be considered by the procuring agency on certain grounds and limits.
6. PWTI invites sealed bids from only eligible bidders. The bid should be addressed to the Principal, PWTI.
7. The envelopes shall be marked as "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL" in bold and legible letters to avoid confusion.
8. Initially only the envelope marked "TECHNICAL PROPOSAL" shall be opened.
9. The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of PWTI without being opened.
10. The Technical Committee of the PWTI shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price as per approved specification.
11. Tender process would be through "Single Stage -Two Envelope Procedure" as per Punjab Procurement Rules, 2014, as under:-
 - i. The bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal.
12. The bidder should have an active vendor number in Accountant General Office Punjab.

TECHNICAL PROPOSAL (Envelop A): Details to be furnished in the Technical Proposal:

- a) Covering Letter.
- b) Tender Documents of Technical Proposal.
- c) Copies of Professional Tax, Sales Tax and Income Tax Certificate.
- d) Check List duly filled, signed and stamped by authorized representative.
- e) Affidavit on original stamp paper regarding acceptance of very terms and conditions.
- f) Technical Specifications as per Technical Annex-A on bidder's letter head mentioning full detail. Bid should contain only one Brand/Model/Make for each item. No alternate options for one item.

FINANCIAL PROPOSAL (Envelop B): Details to be furnished with Financial Proposal:

- a) The Financial Proposal shall be inclusive of all taxes.
- b) Financial Proposal Covering Letter
- c) Price Schedule
- d) Bid Security

INSTRUCTIONS TO BIDDERS

- i. Bidder should quote items according to the specifications given in requirement schedule.
- ii. Committee may reject any proposal which does not conform to the specified requirements given in Specifications/Requirement Schedule.
- iii. During the technical evaluation no amendments in the technical proposal shall be permitted.
- iv. Evaluation committee may ask bidder for explanation of any item/information given in bidder's proposals.
- v. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.
- vi. After the evaluation and approval of the technical proposal, Population Welfare Training Institute shall publicly open the financial proposals of the technically accepted bids only.
- vii. The financial proposal of bids found technically non-responsive shall be returned unopened to the respective bidders and the bid found to be the lowest evaluated bid shall be accepted.
- viii. **The bidders may be asked to provide the samples to check the quality through Punjab Food Authority before issuance of purchase order.**
- ix. Tenderers shall submit complete details of their firm, offices, along-with postal address, Phones / Fax numbers etc.
- x. The tenders should specifically indicate their NTN / GST No. and proof of professional tax paid for current period where required.
- xi. Any erasing / cutting / crossing etc. appearing in the offer must be properly signed by the person signing the tender. Moreover, all pages to the tender must also be properly signed. Offer with any overwriting shall in no circumstances be accepted.
- xii. All prices must be in Pak Rupees and prices offered should be valid for one year.
- xiii. If warrant/guaranty is required as per specifications, there will be 10 % security in form of CDR for the total amount of purchase order which will remain in the custody of department till the expiry of warranty/guaranty.
- xiv. The bidders are expected to examine the bidding documents / tender notice, including all instructions, terms & conditions, specifications etc. Failure to furnish all information / documents or submission of a bid not substantially responsive to the bidding documents / tender notice in any aspect would result in the rejection of the bid.
- xv. Only those bidders are qualified for financial opening whose specifications are equivalent or higher to the approved specification.
- xvi. Bidder should mentioned company profile, and list of key personnel shall be attached.
- xvii. The firm shall deliver the services / goods at PWTI till expiry of financial year 2018-19 on day to day basis as per the requirement of PWTI after issuing the purchase order.
- xviii. The Tender Notice & Bidding Documents are available on website of PWTI <http://pwd.punjab.gov.pk> and on PPRA website <http://ppra.punjab.gov.pk>
- xix. There will be a grievances redressal committee of consisting of Asst. Director(PnP), Instructor and Research Associate to address the complaints of bidders.
- xx. Bidders may be disqualified / blacklisted as per PPRA Rules—2014 amended upto date.

**(PRINCIPAL) POPULATION WELFARE TRAINING
INSTITUTE**

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**POPULATION WELFARE TRAINING INSTITUTE
POPULATION WELFARE DEPARTMENT
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**SPECIFICATIONS/REQUIREMENT SCHEDULE****LOT NO.1****Vegetables (Category-I)**

Sr. No#	Vegetable Name/Quantity	Rate Required Quantity wise	Specifications
1.	Alu	1 kg	As provided in chapter no. 4, rule 4.2.1, Punjab pure food regulations 2018.
2.	Mater	1 kg	
3.	Gajer (Desi)	1 kg	
4.	Piyaz	1 kg	
5.	Tomator	1 kg	
6.	Methi	1 kg	
7.	Palak	1 kg	
8.	Lehsn Desi	1 kg	
9.	Adrak (Thai Land)	1 kg	
10.	Leemo (China)	1 kg	
11.	Sabz Mirch	1 kg	
12.	Band Gobi	1 kg	
13.	Khera	1 kg	
14.	Shimla Mrich	1 kg	
15.	Bhindi	1 kg	
16.	Karely	1 kg	
17.	Moli	1 kg	
18.	Gheya Kado	1 kg	
19.	Sabz Dhanya	1 Ghathi	
20.	Pudina	1 Ghathi	
21.	Chakandar	1 kg	
22.	Salad Pata	1 Ghathi	

Meat & Eggs (Category-I)

Sr. #	Name/Quantity	Rate Required Quantity wise	Specifications
1	Chicken Broiler	1 kg	As provided in chapter no. 8, rule 8.1, Punjab pure food regulations 2018.
2	Beef	1 kg	As provided in chapter no. 8, rule 8.1, Punjab pure food regulations 2018.
4	Eggs (Farmi)	1 Dozen	As provided in chapter no. 10, rule 10.3(a), Punjab pure food regulations 2018.

LOT NO. 2

Pulses / Lentils, Meat, Dairy Products, Rice & Red Chili Powder Items (Category-I)

Sr. No.	Name of Items	Rate Required Quantity wise	Specifications
1.	Daal Chana	1 Kg	As provided in chapter no. 6, rule 6.1.2.3, Punjab pure food regulations 2018.
2.	Daal Masur (Split Pulse)	1 kg	As provided in chapter no. 6, rule 6.1.2.4, Punjab pure food regulations 2018.
3.	Kaaly Chaney (Mota) Safaid Chaney (Mota)	1 kg each	As provided in chapter no. 6, rule 6.1.1.8, Punjab pure food regulations 2018.
4.	Rice (Old Super Basmati or Equivalent) Rice(Sella)	1 kg each	As provided in chapter no. 6, rule 6.1.1.4, Punjab pure food regulations 2018.
5.	Dal Moong	1 kg	As provided in chapter no. 6, rule 6.1.2.2, Punjab pure food regulations 2018.
6.	Dal Moong	1 kg	As provided in chapter no. 6 Punjab pure food regulations 2018.
7.	Basin	1 kg	As provided in chapter no. 6, rule 6.2.1.5, Punjab pure food regulations 2018.
8.	Surkh Mirch (Powder)	1 Kg	As provided in chapter no. 12, rule 12.2(k), page no.252, Punjab pure food regulations 2018.
9.	Dudh (Milk)	1 Liter	As provided in chapter no. 1, rule 1.1.3, Punjab pure food regulations 2018.
10.	Dahi	1 kg	As provided in chapter no. 1, rule 1.1.18(a), Punjab pure food regulations 2018.
11.	Khoya	1 kg	As provided in chapter no. 1, rule 1.8.2, Punjab pure food regulations 2018.

(Miscellaneous Item)

Sr. No.	Name of Items	Rate Required Quantity wise	Specifications
1.	Cooking Oil	1 kg	As provided in chapter no. 2, rule 2.2.1.1, PUNJAB PURE FOOD REGULATIONS 2018.
2.	Tea bag	100 Teabag wala daba	As provided in chapter no. 14, rule 14.15.1, PUNJAB PURE FOOD REGULATIONS 2018.
	Tea	100 gram	
3.	Green Tea (Lemon or Jasmin flavor)	50 Teabag wala daba	As provided in chapter no. 14, rule 14.15.2, PUNJAB PURE FOOD REGULATIONS 2018.
4.	Coffee sada	100 Gram Packet	As provided in chapter no. 14, rule 14.15, PUNJAB PURE FOOD REGULATIONS 2018.
5.	Dry Milk Powder	1 kg packet	As provided in chapter no. 1, rule 1.5.3, PUNJAB PURE FOOD REGULATIONS 2018.
6.	Jam	1 kg balti (National or equivalent)	As provided in chapter no.4, rule 4.1.2.5(i), PUNJAB PURE FOOD REGULATIONS 2018.
7.	Zeera	1 Kg	As provided in chapter no. 12, rule 12.2(c), PUNJAB PURE FOOD REGULATIONS 2018.
8.	White Sugar	1 kg	As provided in chapter no. 11, rule 11.1.1, PUNJAB PURE FOOD REGULATIONS 2018.
9.	Kali Mirch Sabit	1 Kg	As provided in chapter no. 12, rule 12.2(l), PUNJAB PURE FOOD REGULATIONS 2018.
10	Cream	200ml packet	As provided in chapter no. 1, rule 1.3.4, PUNJAB PURE FOOD REGULATIONS 2018.
11	Garm Masala mix	1 Kg	As provided in chapter no.12, rule 12.3(c), PUNJAB PURE FOOD REGULATIONS 2018.
12.	Sabz Elaichi	1 Kg	As provided in chapter no. 12, rule 12.2(ad), PUNJAB PURE FOOD REGULATIONS 2018.
13.	Custard Powder	400 gram daba ya es sy zada	As provided in chapter no. 06, rule 6.2.2.6, PUNJAB PURE FOOD REGULATIONS 2018.
14.	Biryani masala	100 Gram packets	As provided in chapter no. 12, rule 12.8, PUNJAB PURE FOOD REGULATIONS 2018.
15.	Wheat flour (Atta)	20 kg	As provided in chapter no. 6, rule 6.2.1.1, PUNJAB PURE FOOD REGULATIONS 2018.

16.	Sirka	250ml Bottle	As provided in chapter no. 12, rule 12.3.3(m), PUNJAB PURE FOOD REGULATIONS 2018.
17.	Ketchup shisha bottle	250 kg packing	As provided in chapter no. 4, rule 4.2.2.6(iii), PUNJAB PURE FOOD REGULATIONS 2018.
18.	Ayodeen mila namak (Salt)	1 kg	As provided in chapter no. 12, rule 12.1.2, PUNJAB PURE FOOD REGULATIONS 2018.
19.	Qorma masala	100 garam packing	As provided in chapter no. 12, rule 12.8, PUNJAB PURE FOOD REGULATIONS 2018.
20.	Mayonnaise	1 kg packing	As provided in chapter no. 02, rule 2.1, PUNJAB PURE FOOD REGULATIONS 2018.
21.	Sabit Dhniya	1 Kg	As provided in chapter no. 12, rule 12.2.(g), PUNJAB PURE FOOD REGULATIONS 2018.
22.	Peesa huwa Dhniya	1 Kg	As provided in chapter no. 12, rule 12.2.(h), PUNJAB PURE FOOD REGULATIONS 2018.
23.	Haleem masala	100 Gram packet	As provided in chapter no. 12, rule 12.8, PUNJAB PURE FOOD REGULATIONS 2018.
24.	Haldi powder	1 kg	As provided in chapter no. 12, rule 12.2(b), PUNJAB PURE FOOD REGULATIONS 2018.
25.	Maida	1 kg	As provided in chapter no. 6, rule 6.2.1.3, + 6.2.2.1, PUNJAB PURE FOOD REGULATIONS 2018.
26.	Corn flour	1 daba 250 garam	As provided in chapter no. 6, rule 6.2.2.3, PUNJAB PURE FOOD REGULATIONS 2018.
27.	Khushk Methi	1 Kg	As provided in chapter no. 12, rule 12.2(r), PUNJAB PURE FOOD REGULATIONS 2018.
28.	Roast masala	250 garam	As provided in chapter no. 12, rule 12.8, PUNJAB PURE FOOD REGULATIONS 2018.
29.	Sabit Lal Mirch	1 Kg	As provided in chapter no. 12, rule 12.2(j), PUNJAB PURE FOOD REGULATIONS 2018.
30.	Cocunut	1 Kg	As provided in chapter no. 4, rule 4.1.2.2(a), PUNJAB PURE FOOD REGULATIONS 2018.
31.	Badam	1 Kg	As provided in chapter no. 4, rule 4.1.2.2,
32.	Sogi	1 kg	

33.	Giri Brada	1 Kg	PUNJAB PURE FOOD REGULATIONS 2018.
34.	Katy huwy Badam	1 Kg	
35.	Alu Bukhara	1 Kg	
36.	Morabba	0.5 Kg	As provided in chapter no. 4, rule 4.1.2.7(a),
37.	Sawiya	1 packet	As provided in chapter no. 06, rule 6.4.2, PUNJAB PURE FOOD REGULATIONS 2018.
38.	Fine Atta	1 Kg	As provided in, PUNJAB PURE FOOD REGULATIONS 2018.
39.	Chilli Sauce	bottle	As provided in, PUNJAB PURE FOOD REGULATIONS 2018.
40.	Biscuit	packet	As provided in chapter no. 7, rule 7.2.1(ii), PUNJAB PURE FOOD REGULATIONS 2018.
41.	Fruit Cake	01 daba	As provided in chapter no. 7, rule 7.2.3(ii), PUNJAB PURE FOOD REGULATIONS 2018.
42.	Mineral Water	500ml Bottle	As provided in chapter no. 14, rule 14.2.2, PUNJAB PURE FOOD REGULATIONS 2018.
43.	Mineral Water	19 Liter Bottle	As provided in chapter no. 14, rule 14.2.2, PUNJAB PURE FOOD REGULATIONS 2018.
44.	Pepsi Coca cola, 7up, Sprite	2.25 Liter	As provided in chapter no. 14, rule 14.11.2, PUNJAB PURE FOOD REGULATIONS 2018.
45.	Daliya	1kg	As provided in, PUNJAB PURE FOOD REGULATIONS 2018.
46.	Kheer (Powder)	200 Gram Packet	As provided in, PUNJAB PURE FOOD REGULATIONS 2018.
47.	Jelly crystals	100 gms or above	As provided in, PUNJAB PURE FOOD REGULATIONS 2018.