

# GUJRANWALA WASTE MANAGEMENT COMPANY

(Company established under Section 42 of Companies Ordinance 1984)



## BIDDING DOCUMENTS

FOR

## TYRES FOR OPERATIONAL FLEET OF GWMC

(FY 2017)



## INVITATION TO BID

**DESCRIPTION: Invitation to Bid for tyres for Operational Fleet of GWMC**

**DEADLINE DATE/TIME FOR SUBMISSION OF ITB: 17-08-2017 11:00 AM**

**OPENING DATE/TIME FOR Opening OF BIDS: 17-08-2017 11:30 AM**

In order to provide sustainable, efficient and improved waste management services, Gujranwala Waste Management Company (GWMC) desires to procure Tyres for Operational Fleet in accordance with PPRA Rules, 2014.

GWMC now invites sealed bids from eligible suppliers/vendors for the supply of Tyres for the Operational Fleet (lot wise/item wise) as per their respective lots in accordance with respective Technical specifications attached with this Invitation to Bid (ITB).

1. Your bid(s) must be marked "Bid for Tyres of Operational Fleet" and addressed to: **Manager Procurement Gujranwala Waste Management Company (GWMC), 2nd Floor Gujranwala Chamber of Commerce & Industry, Chamber Plaza, Aiwan-E-Tijarat Road, Gujranwala, Punjab, Pakistan.**
2. Your bid should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of firms providing after sales service facilities in Pakistan, if

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applicable.

3. The deadline for receipt of your bid(s) by the client at address: : **Manager Procurement Gujranwala Waste Management Company (GWMC), 2nd Floor Gujranwala Chamber of Commerce & Industry, Chamber Plaza, Aiwana-E-Tijarat Road, Gujranwala, Punjab, Pakistan,** is **Date: 17-08-2017 by 11:00 AM**. Bids shall be opened on the same date at 11:30 AM before the bidders who choose to attend the opening event.

## **Eligible Bidder**

The invitation for Bid is open to all well reputed companies/ firms/ individuals having requisite experience of the similar projects and meeting the following criteria:

- i- Registration with Income Tax Authorities (NTN);
- ii- Registration with Sales Tax Authorities (PNTN/ STRN);
- iv- Affidavit on non-judicial Stamp Paper of Rs. 100 (clearly stating that the firm/ vendor/ contractor is not blacklisted or subject to any pending litigation with any Government or Public Department);
- vii- Valid Authorized Dealership of a well renowned Tyre Company.

## **Instructions to the Bidders/ Terms & Conditions:**

1. Bidding Document, in the English language, may be purchased by the interested bidders on the submission of a written application to the address below and upon payment of a nonrefundable fee of Pak Rs. 1,000/- which should be deposited in GWMC bank account No:

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2<sup>nd</sup> Floor, Gujranwala Chamber of Commerce & Industry Chamber Plaza, Aiwana-e-Tijarat Road,  
Gujranwala.

Tel: 055-9200890-92; Email: [info@gwmc.com.pk](mailto:info@gwmc.com.pk)

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10861-7, Trust Plaza Branch, Bank of Punjab, Gujranwala.

2. Vendor/Supplier should provide only one bid for each/any lot that he may wish to bid for.
3. Each bidder shall submit a **bid security** of Rs. 50,000/- only (which is within 5% of the estimate in accordance with PPRA rules) with his bid for whatever number of lot/ item he may wish to apply. The bid security shall be submitted in the form of CDR issued from a commercial bank.

#### 4. SUBMISSION OF BID (SINGLE STAGE SINGLE ENVELOPE (SSSE) BIDDING PROCEDURE)

##### Sealing and Marking of Bid:

The bidder shall seal the original bid into a single envelope.

The technical specifications should be clearly and legibly written with the relevant price quoted in front of each Lot/ Item given on the Prescribed Bid Form.

The envelope/ sealed package shall:

- (a) be addressed to the following address:

**Manager (Procurement & Contracts)**  
2<sup>nd</sup> Floor, Gujranwala Chamber of Commerce & Industry  
Chamber Plaza, Aiwan-e-Tijarat Road, Gujranwala.  
Tel: 055-9200890-92, Fax: 055-9201265,  
Email: [info@gwmc.com.pk](mailto:info@gwmc.com.pk)

- (b) bear the following identification:

#### **BID FOR “Procurement of Tyres for Operational Fleet of GWMC”**

**DO NOT OPEN BEFORE 1130 HOURS ON AUGUST 17, 2017**

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2<sup>nd</sup> Floor, Gujranwala Chamber of Commerce & Industry Chamber Plaza, Aiwan-e-Tijarat Road,  
Gujranwala.

Tel: 055-9200890-92; Email: [info@gwmc.com.pk](mailto:info@gwmc.com.pk)

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1. The successful bidder shall be required to submit a **performance security** in the form of CDR equal to **1%** of the value of contract within 3 working days of Letter of Acceptance after which the Purchase Order shall be issued accordingly.
2. Lots/ Items will be treated individually for the evaluation of their bids and contract will be awarded accordingly.
3. The prices should be quoted in the local currency i.e. Pak Rupees (PKR), and should be inclusive of all supply and installation charges and admissible taxes as per government policy. The Prices indicated in the Price Schedule shall be delivered duty paid (DDP).
4. Bids must be submitted, signed and stamped with the bidder's stamp.
5. Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices conformity to required delivery scheduled. The award will be made to the firm offering the lowest evaluated price and that meets the required standards of technical and financial capabilities.
6. Bid(s) should be valid for a period of 90 days from the date for receipt of bid(s).
7. Suppliers duly registered with tax authorities may be eligible to participate only if they also: Submit Proof of registration with the Income Tax Department and Sales Tax Department with the bid. (Failure to enclose these documents would result in rejection of bid).
8. The price bid shall remain valid for the period of ninety (90) calendar days counted from the date of submission of the Bid. The Client may request the Suppliers to extend the period of validity for a specified

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additional period. The Client's request and the Suppliers' responses shall be made in writing. A Supplier may refuse the request for extension of Bid validity in which case he may withdraw his Bid without any penalty. A Supplier agreeing to the request will not be required or permitted to otherwise modify its Bid.

9. No Bid shall be modified after the deadline for submission of Bids.
10. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation for the contract award shall not be disclosed until the award to the successful Supplier has been announced.
11. The Client will award the Contract to the Supplier whose Bid has been determined to be substantially responsive to the proposal documents and who has offered the lowest evaluated price bid for respective lot. In evaluating the bids, the Supplier will determine for each proposal the evaluated price bid by adjusting the price bid by making any correction for any arithmetic errors as follows:
  - (a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
  - (b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
  - (c) If a bidder refuses to accept the correction, his Bid will be rejected.
12. The Client reserves the right to accept or reject any bid, and to cancel the process of competition and reject any or all bids, at any time prior to the award of the Contract, without thereby incurring any liability to the affected Supplier(s).
13. Goods must be delivered as per requirement of the client after issuance of Purchase Order/Notification of Award.

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14. The Client, reserves the right to increase or decrease quantities of supplies. (*Quantities can be increased or decreased by 15% of its original quantity*).
15. Results of evaluation would be known in a reasonable time, Suppliers are instructed not to approach the Client after opening of bids until the finalization of award. The Supplier whose Bid has been accepted will be notified of the award by the Client prior to the expiration of the validity period of the Bid, in written. This letter will state the sum that the Client will pay the Supplier in consideration of the supply, installation, and commissioning of the Supplies by the Supplier as prescribed by the Contract.
16. The suppliers are requested to give their best and final prices as no negotiations shall take place.
17. Payment(s) shall be made as per the market practice i.e. 100% payment is made on the completion of delivery of tyres/ goods and as per PPRA Rules 2014.



## **TECHNICAL SPECIFICATIONS**

<b>Lot No</b>	<b>Type Of Vehicle</b>	<b>Type</b>	<b>Category</b>	<b>Size</b>	<b>Ply Rating</b>	<b>QTY</b>
1	Tractor (385, Holland TD 95), Front	B	Lug	12 - 4 - 24	10/12	18
2	Tractor (Holland TD 95), Rear	B	Lug	16 9 - 34	10 or Higher	18
3	Tractor (455/100 HP), Front	B	Lug	14 - 9 - 24	10 or Higher	24
4	Tractor (455/100 HP), Rear	B	Lug	18 - 4 - 34	8/10	12
5	Mini Tipper (Faw-1000 CC)	B/R	Rib	165 R 13 C	8	24

- 1- Contractor is required to provide tyres at Workshop of Gujranwala Waste Management Company (Shaikhopoor Road near Mini Stadium Gujranwala).
- 2- All costs involved in supply of tyres at the given address shall be borne by the contractor.
- 3- Manufacturing date (at the time of delivery) of the tyres to be supplied shall not be older than 9 months.
- 4- Client shall approve the sample before delivery.
- 5- All items shall be as per approved samples.



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## FORM OF CONTRACT AGREEMENT

THIS AGREEMENT made on the --- day of -----, 2017, between ----- of ----- (hereinafter “the Client”), of the one part and ----- of ----- hereinafter called the Supplier, of the other part:

WHEREAS the Client invited bids for certain goods/ services viz., \_\_\_\_\_ and has accepted a Bid by the Supplier for the supply of those goods/ services in the sum of \_\_\_\_\_ (hereinafter called “the Contract Price”).

### **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) the Client’s Notification to the Supplier of Award of Contract (Letter of Acceptance);
  - (b) the Form of Bid and the Price Schedules submitted by the Supplier;
  - (c) the General Conditions of Contract;
  - (e) the Schedule to Bid (other than Price Schedule);
  - (f) Appendices to Bid;
  - (g) Specifications; and
  - (h) Drawings, if any.

This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

3. In consideration of the payments to be made by the Client to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the Client to provide the goods/ Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Client hereby covenants to pay the Supplier in consideration of the provision of the Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

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IN WITNESS the parties hereto have caused this Agreement to be executed in accordance with the laws of Pakistan on the day, month and year indicated above.

## CONDITIONS OF CONTRACT

### 1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

1.1.1 "Commencement Date of the Contract" means the date of signing of the Contract between the Client and the Contractor.

1.1.2 "Contract" means the agreement entered into between the Client and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.

1.1.3 "Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.

1.1.4 "Contractor" means the individual or firm / company / authorized dual supplier whose bid has been accepted by the Client and the legal successors, in title to the Contractor.

1.1.5 "Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract which is properly apportionable to the Goods or Services in question.

1.1.8 "Client" means the Lahore Waste Management Company for which the services are being hired in writing by the Client for the purposes of the Contract.

1.1.7 "Client's Representative" means any representative of the Client appointed from time to time by the Client.

1.1.8 "Goods" means all goods and related services which the Contractor is required to supply to the Client under the Contract.

1.1.9 "Services" means services providing machinery services and other such obligations of the Contractor covered under the Contract.

1.1.10 "Works" means all Services to be provided and work to be done by the Contractor under the Contract.

### 1.2. Headings and Titles

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The headings and titles in these Conditions shall not be deemed part thereof or be taken into consideration in the interpretation or construction of the Contract.

## 1.3. Interpretation

Words importing persons or parties shall include firms and corporations and any organization having legal capacity. Words importing the singular only also include the plural and vice versa where the context requires.

## 1.4. Periods

In these Conditions "day" means calendar day and week means seven (7) calendar days.

## 1.5. Notice, Consents and Approvals

Wherever in the Contract provision is made for the giving of notice, consent or approval by any person, such consent or approval shall not be unreasonably withheld. Unless otherwise specified, such notice, consent or approval shall be in writing and the word "notify" shall be construed accordingly.

## 2. Application

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

## 3. Standards

3.1 The Goods/Services supplied under this Contract shall conform to the authoritative latest standards appropriate to the Goods.

## 4. Use of Contract Documents and Information

4.1 The Contractor shall not, without the Client's prior written consent, disclose the Contract, or any provision thereof, or any specification, drawings, pattern, sample or information furnished by or on behalf of the Client in connection therewith, to any person other than a person employed by the Contractor in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

4.2 The Contractor shall not, without the Client's prior written consent, make use of any document or information specified in Clause 5.1 above, except for purposes of performing the Contract

## 5. Patent Rights

5.1 The Contractor shall indemnify and hold the Client harmless against all third party claims of

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infringement of patent, trademark or industrial design rights arising from use of the Service or any part thereof.

## 6. Performance Security

6.1 Within three (3) days of receipt of the Letter of Acceptance from the Client, the successful Bidder shall furnish to the Client the performance security in the amount specified in the conditions.

Signature of the Supplier

\_\_\_\_\_

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

\_\_\_\_\_

(Name, Title and Address)

Signature of the Client

\_\_\_\_\_

(Seal)

Witness

\_\_\_\_\_

(Name, Title and Address)

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## PRESCRIBED BID FORM

(Rupees in PKR)

Sr. No	Type Of Vehicle	Size	Ply Rating	QTY	Unit Rate	Total
1	Tractor (385, Holland TD 95), Front	12 - 4 - 24	10/12	18		
2	Tractor (Holland TD 95), Rear	16 9 - 34	10 or Higher	18		
3	Tractor (455/100 HP), Front	14 - 9 - 24	10 or Higher	24		
4	Tractor (455/100 HP), Rear	18 - 4 - 34	8/10	12		
5	Mini Tipper (Faw 1000CC)	165 R 13 C	8	24		

**TOTAL PRICE IN WORDS:**

**Signature and Stamp of the Bidder:**