

## SHORT TENDER NOTICE NO.37/2008

Sealed bids are invited from the firms having registration with the Sales Tax and Income Tax Departments for supply and installation of one 300 KVA Diesel Generator. Detail specifications and terms & conditions may be obtained from the office of undersigned (during working hours) or download from [www.ppra.org.pk](http://www.ppra.org.pk) or [www.pral.com.pk](http://www.pral.com.pk) from 28/11/2008 to 22/12/2008. Last date for submission of the bids is 22/12/2008 on or before 1100 hours. Bids shall be opened on the same day at 1130 hours.

**Manager (Administration)**  
House # 15, Street # 19, F-6/2, Islamabad.  
Ph:051-9208687

**TENDER DOCUMENT**  
PAKISTAN REVENUE AUTOMATION (PVT.) LIMITED

Ref. Proc-PRAL/2007

November 28, 2008

Subject: TENDER NO. 37/2008 DATED 28/11/2008 FOR THE SUPPLY & INSTALLATION OF 300 KVA DIESEL GENERATOR:

1. Pakistan Revenue Automation (Pvt.) Ltd. (hereinafter called PRAL/Purchaser) invites sealed bids for supply & installation of 300KVA Diesel Generator at PRAL office located at House # 14, Hill Road, F-6/3, Islamabad. Detail specifications of the Generator are given in the Schedule of Requirement attached at Annexure "A".
2. If you have any doubt as to the meaning of any portion of the technical specifications, you may seek clarification of the same from Mr. Ali Hameed, Director Network and Infrastructure, PRAL on Phone # 051-9204952 & Cell # 0321-5591498 and also from Mr. Barkat Ali Ch., Manager (Infrastructure) PRAL on Cell # 0321-5371164.
3. PRAL reserves the right to increase or decrease the above quantity, accept or reject any bid to be received against this tender inquiry, annul the bidding process and reject all bids at any time prior to award of Contract (s) without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or of the grounds for PRAL's action.
4. Income Tax / Withholding Tax will be deducted in accordance with the law. Kindly note that the Sales Tax shall also be deducted in accordance with the law.
5. **DELIVERY SCHEDULE**  
The delivery of the equipment mentioned in the attached Annexure "A" is required **ON MOST URGENT BASIS**. So the lowest technical compliant bidder may be in a position to deliver/install the equipment immediately after award of the contract(s), therefore the bidders are required to quote shortest possible delivery & installation time.
6. **PENALTY:**  
For failure to comply with the delivery schedule of Purchase Order (s), to be issued against this tender documents penalty will be imposed on defaulting Supplier as under:
  - 6.1 1% of the cost of entire purchase order or of such item as remains un-supplied/un-completed for every day up to maximum of 5% for 10 days exceeding the delivery period.
  - 6.2 If the item is not supplied even after payment of penalty for 10 consecutive days PRAL reserves the right to cancel the purchase order and to purchase required equipment from elsewhere at risk and cost of the defaulting Supplier.
7. Quoted prices must be inclusive of all taxes (Income Tax and Sales Tax), indicating unit price and total bid price.

8. Price must be quoted including all charges like handling, loading, transportation, unloading of the equipment at Islamabad. Quoted prices must also be inclusive of cost for the free maintenance of equipment on installation site during warranty period.
9. Bidding Form must also be duly filled in, stamped and signed by authorized representative of the bidder.
10. Quoted price shall be valid for six (6) months from the opening date of the bids. However, any subsequent change in taxes and duties as notified by Federal Board of Revenue will be given due consideration.
11. **EARNEST MONEY:**  
The Bidder shall furnish as part of his bid, a Call Deposit/Pay Order equivalent to 2% of the total bid value as Earnest Money crossed in favour of "Pakistan Revenue Automation (Pvt.) Ltd.". Bank Guarantee as earnest money will not be entertained. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal. In case of cancellation of Purchase Order as default of the Supplier the earnest money shall be forfeited in favour of PRAL.
12. **PAYMENT:**  
100% payment of the total value of the bill/purchase order will be released subject to:
  - 12.1. Completion of the delivery of the equipment in accordance with the specifications mentioned in this tender document or Purchase Order to be issued against this tender;
  - 12.2. Submission of Bank Guarantee (to be issued by any renowned schedule bank), being 10% of the total bill value for the warranty period. The Bank Guarantee shall be released after successful completion of warranty period. Failing to provide bank guarantee 10% of the bill shall be retained till to the successful expiry of the warranty period;
13. **SEALING AND MARKING OF BIDS.**
  - 13.1 The bids shall be submitted in sealed envelope marked as under:

**Manager (Administration)**  
**House # 15, Street # 19, F-6/2, Islamabad.**
  - 13.2 The envelopes shall also bear the word "CONFIDENTIAL" and following identifications:-

**BID NO. 37/2008**  
**FOR SUPPLY & INSTALLATION OF 300 KVA DIESEL GENERATOR.**
14. **DEADLINE FOR SUBMISSION OF BIDS:**  
All bids must be delivered in the Office of undersigned on or before the prescribed deadline of 1100 hours on 22/12/2008.
15. **OPENING OF BIDS:**  
The Purchaser will open the bids in the presence of bidder representatives who choose to attend at 1130 hours on 22/12/2008 at the below mentioned address.

16. WARRANTY

16.1 The Supplier shall warrant that all equipment supplied against the Purchase Order (s) shall have no defect arising from design, materials or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied items under the conditions prevailing at final destination.

16.2 Period of Warranty and maintenance with labour and material cost shall be minimum (01) year comprehensive".

*During warranty period the supplier will be responsible to repair/replace the faulty equipment **on installation** place free of cost within 24 hours after occurrence of fault. During warranty period due to any reason, if the Supplier failed to rectify the problem, PRAL shall repair the equipment or replace the defective parts thereof and forfeit the Bank Guarantee/retained values.*

17. All bids should include:

17.1 Company's profile, list of clients with their telephone number and address;

17.2 Copies of Income Tax and Sales Tax registration certificates;

17.3 Copy of dealership certificate (issued by the Manufacturer);

17.4 A call deposit being, 2% of the total bid value, as Earnest Money crossed in favour of "Pakistan Revenue Automation (Pvt.) Ltd.; and

17.5 Brochures and other technical material of the quoted equipment.

18. PRAL reserves the right to increase or decrease the quantity of the equipment / or scope of work or may cancel any or all tender work shown in Annexure "A".

(SOHAIL AKHTAR)  
Manager (Administration)

House # 15, Street # 19, F-6/2, Islamabad.  
Phone: 9208687

**SCHEDULE OF REQUIREMENT**  
**TENDER # 37/2008 DATED 28/11/2008**

**BILL OF QUANTITIES**

DESCRIPTION	Quantity
Turnkey Supply & Installation of 300 KVA (3 phase) Diesel Generator with Super Silenced Canopy, Auto Transfer Switch Panel, installation of 150 mm or minimum recommended four core PVC Coated Pakistan Cable for Genset to main DB, integration of existing load to genset, (vendors are required to reassemble our existing power for genset).	1 Complete Job
* Supply & Installation of fully integrated/Automatic phase reversal panels for phase reversal protection (required to be installed on turnkey basis)	1 Job

\* Cost / Charges for phase reversal panel and its installation charges must be quoted separately.

**Note:**

Vendors are required to conduct a comprehensive survey prior to bids submission for complete understanding of our requirement. Incomplete solutions will be treated as "non responsive".

## BIDDING FORM

Dated 28/11/2008

Tender No.37/2008

Pakistan Revenue Automation (Pvt.) Limited, Islamabad.

Gentlemen,

1. Having examined the conditions to Tender and Specifications of Tender No.37/2008 dated November 28, 2008 the receipt of which is hereby acknowledged we, the undersigned, offer to install, supply and deliver in conformity with specifications mentioned in Annexure "A" and conditions of Tender for the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ ) or such other sums as may be ascertained in accordance with the said Conditions.
2. If our Bid is accepted we shall deliver / commenced the equipment / services mentioned in the tender documents within \_\_\_\_\_ days from the date of receipt of your firm Purchase Order / Work Order.
3. We agree to abide by the terms and conditions of the Tender for the period of \_\_\_\_\_ from the date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. Until a formal Purchase order(s) is placed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
5. We understand that you are not bound to accept the lowest or any proposal you may receive or to inform us of the rejection of our bid or to give any reasons therefore.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2008\_\_\_\_\_.

Signature \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly authorized to sign Tender for and on behalf of

\_\_\_\_\_  
(NAME OF FIRM IN BLOCK CAPITALS)

Complete address:\_\_\_\_\_

Fax No. \_\_\_\_\_ Telephone No. \_\_\_\_\_

\_\_\_\_\_  
( SIGNATURE )

Witness:-

1. \_\_\_\_\_

2. \_\_\_\_\_

