

STANDARD BIDDING DOCUMENT

PROCUREMENT OF MOUNTAIN BICYCLES

For

The Students of Punjab
“Always Use Textbooks Approved By the PCTB”



PUNJAB CURRICULUM & TEXTBOOK BOARD

Address: 21/E-II, Gulberg-III, Lahore

Phone: 042-99230672-76

Website: <https://pctb.punjab.gov.pk/>

Price Rs.1,000/-

Issuing Month: January, 2019

Issuing Authority: Deputy Director (Procurement):

(Signature & Stamp) (Date)



PUNJAB CURRICULUM & TEXTBOOK BOARD, LAHORE

TENDER NOTICE

PROCUREMENT OF MOUNTAIN BICYCLES

“Always Use Textbooks Approved by the PCTB”

Sealed bids are invited from Manufacturers / Authorized Distributors registered with Income & Sales Tax Departments having adequate experience in the relevant field for procurement of approximately 250 Mountain Bicycles to be distributed to those students through balloting who had participated in the process of verification of original textbooks through sms at PITB web portal to control piracy in 36 districts of the Punjab. All relevant details will be provided in the Standard Bidding Document (SBD). Single stage two envelope bidding procedure as per the PPRA Rules, 2014 shall be adopted. A pre-bid meeting will be held at the address mentioned hereunder at 10.00 a.m on **31.01.2019**. Sealed bids shall be delivered at given address on or before **10.02.2019** at 1100 hours. Bid Security @ 2% of the estimated price in Pak Rupees shall be attached with the Technical Bid in the form of CDR/Demand Draft/Pay Order in favor of the PCTB, Lahore. Late bids shall not be entertained. **Technical Bid** will be opened on the same day at 11.30 hours in the presence of the Bidders, representatives who choose to attend. SBD is immediately available after date of publication of the instant advertisement. PCTB shall not be responsible for any cost or expense incurred by Bidders in connection with the preparation or submission of Bids. In case of official holiday on the day of submission next day will be treated as last submission date. The instant advertisement is also available on PCTB website www.pctb.punjab.gov.pk and PPRA website www.ppra.punjab.gov.pk

Managing Director
Punjab Curriculum & Textbook Board
21-E-II, Gulberg-III, Lahore, Contract No.042-99230698

Instructions to Bidders

Punjab Curriculum & Textbook Board, Lahore (the procuring agency) intends to procure Mountain Bicycles for the students through balloting who had participated in the process of verification of original Textbooks through sms at PITB web portal to control piracy in 36 districts of Punjab. Tenders are hereby invited for the items detailed in Terms of References subject to the following terms and conditions (in compliance with PPRA Rules 2014).

1. The bidder shall submit the sealed bid at the place mentioned in the tender notice on or before the date and time mentioned in the tender notice which will be opened on the same day in the presence of representatives of the bidding firms who may wish to be present. Conditional, ambiguous and/ or overwritten rates, in any form, shall not be accepted.
2. The procurement will be done under PPRA Rules 2014, using single stage two envelope method and will be evaluated on least cost basis. The bids shall be submitted in two separate sealed envelopes of Technical and Financial Bids enclosed in overall one sealed envelope. Technical Bids shall be opened first for checking the completeness of information and requirement. The bidders with incomplete information and the bid security shall be considered non-responsive.
3. Financial bids of responsive bidders shall be opened on same day in front of all responsive bidders.
4. The Bidder must be registered with Sales Tax and Income Tax Department, Punjab Revenue Authority. (Attach copies of registration certificates with Technical Bid).
5. Rates quoted should be in Pak Rupees, inclusive of all applicable taxes and delivery. If not specifically mentioned in the quotation, it will be presumed that the prices include all taxes and delivery.
6. Tender/Bids shall be submitted only on this tender form duly filled, bound, signed/initialed, numbered and stamped on each page by Chief Executive / Authorized person of the firm.
7. The Bidder should not be blacklisted by any public or private sector organizations (attach an affidavit on stamp paper **(refer Annex-A)**).
8. The Bidder should provide list of completed purchase order similar scope during the last 2 years. The copies of Work Orders / Purchase Orders, from client / procuring agency to be provided as proof of work done.

-
9. Procuring agency will not be responsible for any costs/expenses incurred by the bidders in connection with preparation or delivery of bids.
 10. Bid Security amounting to Rs. 35,000/- (within 2% of estimated price) in the form of pay order / demand draft favoring Punjab Curriculum & Textbook Board, Lahore valid for at least 90 days, shall be provided with **TECHNICAL BID** by the bidder.
 11. The Bids must be delivered to the Dy. Director Procurement, PCTB Head Office 21-E-II, Gulberg-III, Lahore by or before 11.00 a.m on 10th February 2019.
 12. The Bids will be publicly opened on the aforementioned date at 11.30 a.m in the Conference Room of PCTB.
 13. The Bid validity period is 90 days starting from the date of opening of bids.
 14. The Competent Authority may reject all bids or proposals at any time prior to the acceptance of a bid/ proposal. The procuring agency shall upon request communicate to any bidder, the grounds for its rejection of all bid or proposals, but shall not be required to justify those grounds.
 15. If the proposals of any of the bidder does not fulfill the aforementioned criteria, they may be considered non-responsive.
 16. Late received bids will be returned unopened. No alteration / amendments shall be allowed after submission.

Signature and Stamp of Bidder

Technical Bid Form

The Bidder is required to provide the information and relevant documentary evidence required as under

Sr. No	Description	Detail	Yes / No Bidder Comments
01	Standard	JIS / BS	
02	Colour	Yellow	
03	Net Weight	24 kg to 26 kg	
04	Size	26 "	
05	Chainwheel & Crank	Chainwheel 28 / 38 / 48 Pitch with rectangular Crank 7". Bolted with chain cover desk	
06	Rims	Steel Rim "He" Type 26*2.125.f	
07	Brakes	Center Pull Brake/ Disk Brake?	
08	Pedal	Plastic Body with Reflector, Hardened Axle Steel	
09	Saddles	Moulded plastic Base thick mixed Poly Foam Imitation Leather Top	
10	Chain	1/2* 3/32" * 116 Links	
11	Freewheel	14,16,18,20,24,28 Teeth	
12	Gear	Front and Back	
13	Shocks	Yes / No	

Note: Bring a mountain bicycle as sample with you at the time of opening of bids.

I/ we certify that the above information and documents provided with the bid are true and factual.

Signature and stamp of bidder

PUNJAB CURRICULUM & TEXTBOOK BOARD

FINANCIAL BID FORM

Sr. No	Item Name & Description	Quantity	Unit Price With all Applicable Taxes	Total Value (Rs.)
01	Mountain Bicycle	250		
TOTAL				

Note :

1. Price shall be inclusive of all applicable Taxes.
2. Price shall be include delivery cost to PCTB Head Office, Lahore
3. Bid Security amounting to Rs. 35,000/- (within 2% of estimated price) in the form of pay order or demand draft favoring Punjab Curriculum & Textbook Board, Lahore attached with Technical Bid.

Signature & Stamp of Bidder

AFFIDAVIT

(For Bidder's Use)

As owner / controller of M/s _____,
I / we accept the terms and conditions as laid down in tender document and advertisement notice. I/We shall also observe all the rules/regulations framed by Government of the Punjab regarding the purchase/ provision of _____ Mountain Bicycles. I/We also affirm that I/We have never been blacklisted by any Govt./ Semi Govt. Organization or Autonomous Body.

I/We declare that our business/firm fulfill all the legal requirements to take part in the bidding and I/We have been authorized by the firm in this regard. I/We also assert that the rates quoted are reasonable with the market rates.

(On behalf of the firm)

Name: _____

Designation _____

Signature _____

Stamp of the Firm

Dated _____