

(1)
PAKISTAN TOBACCO BOARD
MAINTENANCE & TRANSPORT SECTION
BIDDING DOCUMENTS FOR CIVIL WORK IN PTB, HEAD OFFICE, PESHAWAR
(ALL PAGES OF THESE CONDITIONS, PRODUCT SPECIFICATION AND PRICE SCHEDULE ARE MANDATORY TO BE SIGNED BY THE BIDDER AND SUBMITTED ALONGWITH THE BID, FAILING WHICH THE BID MAY BE REJECTED)

These documents comprise following parts:-

1. Part-I: Terms and conditions
2. Part-II: Item-wise Specifications and Price schedule

PART-I TERMS AND CONDITIONS

1. Any addition, deletion or modification of any clause of these conditions is not acceptable and may lead to rejection of the bid. By submitting the bid, the bidder/vendor declares to abide by and bound by the conditions laid down in the advertisement together with those mentioned hereunder:
2. Tender title shall be clearly marked at the face of envelope.
3. Tender received after the closing date/time will not be entertained.
4. The product specifications of the items to be supplied is attached as Part-II.
5. The material must strictly be according to the specifications.
6. The Bids/Offer shall remain valid for 90 days from the date of opening. The bidders shall quote their price inclusive of all duties/taxes/transportation etc and all other expenses on delivery to the consignee at PTB, Head Office, Peshawar.
7. Advance payment is not allowed and shall not be asked for.
8. The sealed bids complete in all respects must reach the office of the Deputy Secretary(Admn), 46-B, Office Enclave, Phase-V, Hayatabad, Peshawar alongwith earnest money @ 2% of the bid amount in shape of CDR/demand draft in the name of **Chairman,PTB, Peshawar** to be attached with the quotation. The earnest money will be released after the supply subject to the satisfactory report by the Purchase Committee.
9. Sales Tax/Income Tax registered firms on Active Taxpayers list of FBR will be preferred over other bidders.
10. The Contractors/Firms must be registered with Pakistan Engineering Council.
11. The bidder/company must fall under the category C-6 or above (copy of PEC certificate shall be provided).
12. The tenders shall be opened in accordance with the schedule given in the advertisement. The bidders or their representatives can be present if they so desire.
13. Only those tenders will be entertained which are absolutely clear/unambiguous, unconditional and legible. Any unavoidable cutting/overwriting must be signed.
14. Bidders are required to submit their bids in printed form for the purpose of clarity. Handwritten quotation are not accepted.
15. Call deposit/earnest money of the bidders will be returned after opening of the bids except three highest bidders which shall be retained till finalization of the evaluation process.
16. Payment will be made under PTB rules after receipt of the supply and satisfactory inspection report by the purchase committee.
17. The Pakistan Tobacco Board Purchase Committee may reject any one or all the bids in accordance with PPRA rules.
18. Specification of all items must be maintained strictly.
19. If any item found defective conforming to the specifications during pre-delivery inspection, it shall be rejected for replacement with fresh supplies.
20. Balance Sheet of the firm for the last three years.
21. Income tax return for the last three years,
22. Sales tax return for the last three months.
23. At the time of tender opening, the bidder/representative must bring the relevant samples of items, otherwise he shall be considered as a non-serious vendor and his bid will not be considered as per PPRA rules.

Signature and Stamp of Bidder:

Part-II**ITEM-WISE SPECIFICATION**

S.No.	Detail of Work
1.	Removal of existing Toilet Block Tiles, G.I. Water Supply Pipes, uPVC Sewerage and Drainage Pipes, WC's, Removal of Plaster from the affected Area due to seepage including Providing and Fixing of PPR Pipes for water supply, Bib Cocks and Tee cocks, uPVC pipes for sewer/drainage, WC's and Plastering, Painting and Fixing of new Tiles complete in all respect.
