

**GOVERNMENT OF PAKISTAN
PAKISTAN METEOROLOGICAL DEPARTMENT
METEOROLOGICAL HEADQUARTERS OFFICE
ISLAMABAD**



(Bidding Documents)

No. R&D-6(33)/2019

FURNITURE & FIXTURE

May, 2019

Director General
Pakistan Meteorological Department,
Sector H-8/2, Islamabad
Phone No. 051-9250367
Fax No. 091-9250368

TENDER NOTICE

No. R&D-6(33)/2019
GOVERNMENT OF PAKISTAN
PAKISTAN METEOROLOGICAL DEPARTMENT
RESEARCH & DEVELOPMENT DIVISION
SECTOR H-8/2, ISLAMABAD

TENDER NOTICE

Pakistan Meteorological Department invites sealed bids from reputed firms / dealers registered with sales and income tax departments and are on the Active Taxpayers List of the Federal Board of Revenue having valid vendor numbers issued by AGPR for the supply of Furniture items on F.O.R Islamabad basis.

S #	Description	Qty
1	Workstation L-Shape (Size = 4'-6" Front x 5' Depth x 2'-6" Height) Top made of 25 mm (1 inch) thick (sides and drawer unit to be made of 16mm thick) compressed lamination board with provision of lockable attached drawer. Base made of imported metal legs. Edges protected with 2mm Thick PVC. Workstation must include electrical connection to workstations including 4-multi power socket clipsal, power points and power Cables, complete in all respect. Sample with PMD.	13
2	Partition for workstations Partition to be made of 2" thick partial wood frame covered with 3.2mm thick press on both sides including provision of soft board and frosted glass, with 4" thick imported alucobond cladding. Sample with PMD.	Approx 900 Sq. Ft (as per actual measurement)
3	Executive Chair Mid Back imported Chair with 5 years parts warranty Lumbar Support, fixed armrest, height adjustable seat, adjustable tilting strength, back rest tilting limit, Leatherite upholstered Seat & Back. Sample with PMD.	13
4	Visitor Chair Low back imported Chair with 5 years warranty. Base made of metal frame. Lumbar support Backrest. Seat upholstered in black leatherette. Sample with PMD.	26
5	Meeting Chairs Low Back imported chair with 5 years warranty. Height adjustable revolving seat, fixed armrest, Leatherite upholstered Seat & Back. Sample with PMD.	16

2. Bidding documents, containing detailed terms and conditions, etc. are available free of cost at the Pakistan Meteorological Department, R&D Division, Sector H-8/2, Islamabad during office hours. Bidding documents can also be downloaded from www.pmd.gov.pk and PPRA website at www.ppra.org.pk.

3. The bids must be addressed to Director General, Pakistan Meteorological Department, Islamabad and must reach on or before 03-06-2019 at 10:30 AM and will be opened on the same day at 11:00 AM. The bids must be prepared in accordance with the instructions in the bidding documents.

(Dr. Muhammad Tahir Khan)
Deputy Director
Research & Development Division,
Pakistan Meteorological Department,
Islamabad
Ph # 051-9250286

TERMS & CONDITIONS:

Terms & Conditions:

1. As per PPRA 2004 rule 36 (b), Single Stage - Two Envelope Bidding Procedure shall be followed as given below:
 - (i) the bid shall be a single stage comprising two envelopes, containing separately the financial and the technical proposals;
 - (ii) the envelopes shall be marked as “Financial Proposal” and “Technical Proposal”;
 - (iii) initially, the “Technical Proposal” shall be opened and the envelope marked as “Financial Proposal” shall be retained in the custody of the procuring agency without being opened;
 - (iv) the procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the requirements specified;
 - (v) during the technical evaluation no amendments in the technical proposal shall be permitted;
 - (vi) after the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposals of the technically accepted bids, publically at a time, date and venue announced and communicated to the Bidder(s) in advance, within the bid validity period;
 - (vii) the financial proposal of bids found technically nonresponsive shall be returned un-opened to the respective Bidder(s); and
 - (viii) the bid found to be the lowest evaluated bid shall be accepted and Bidder(s) shall be awarded the Contract.
2. Earnest money/bid security @2% in shape of bank draft/pay order in favor of Director General, Pakistan Meteorological Department, Islamabad must be submitted with the financial bid and a certificate in this regard must be submitted with the technical proposal. Any bid found in deviation / violation / without earnest money would liable to be rejected.
3. Bidders should not be involved in any litigation with Government departments and not blacklisted by any Government Organizations.
4. Bidders will have to mention IT / GST Registration Number along with Vendor Number valid for AGPR, Sub Office, Peshawar.
5. The bidders must have workshop/furniture karkhana which can be visited by the departmental committee during bid evaluation.

6. Goods as per specifications must be received within 15 days after the issuance of supply order/work order and the supplier will be responsible for the replacement of item(s) if found defective during the warranty period.
7. The quantity of the items can be increased/decreased.
8. Offers must include all taxes / duties which will be deducted as per Govt. Rules.
9. Rates quoted should be valid for 3 months (90 days) from the date of opening of tender.
10. Payment will be made on successful completion of the task and confirmation by the departmental inspection committee.
11. This office reserves the right to accept or reject any item(s) or complete tender.

(Dr. Muhammad Tahir Khan)
Deputy Director
Research & Development Division,
Pakistan Meteorological Department,
Islamabad
Ph # 051-9250286

**GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT (AVIATION DIVISION)
PAKISTAN METEOROLOGICAL DEPARTMENT
SECTOR H-8/2, ISLAMABAD**

BID APPLICATION FORM

FOR _____

1. Name of firm _____
2. Name (s) of the owner (s) of firm _____
3. CNIC No(s). of the owner(s) of the firm _____
4. Address of the firm _____
5. Telephone Nos. (Land Line) _____
6. Mobile Nos. _____
7. Income Tax No. _____
8. GST Registration No. _____
9. Experience (in years) _____
10. Bid price (Rupees per month) _____
11. Bank Draft /Pay Order No. _____
- Date _____ Bank & Branch _____
12. List of major clients attached (Yes/No) _____
13. Affidavit (on the stamp paper) to the effect that the firm has not been black listed by any of the Govt. (Federal Provincial attached (Yes/No) _____
14. Signature of the owner / authorized / person of the firm (with name & mobile number).

