



BID DOCUMENT

INVESTMENT OF WORKING BALANCE OF FOREST & WILDLIFE FUND (FWF) IN DAILY PROFIT ACCOUNT

SINGLE STAGE - ONE ENVELOPES

2026

**OFFICE OF THE
CHIEF CONSERVATOR FORESTS
FORESTS, PARKS & WILDLIFE DEPARTMENT
GILGIT-BALTISTAN**



GOVERNMENT OF GILGIT-BALTISTAN
CHIEF CONSERVATOR FORESTS
FOREST, PARKS & WILDLIFE DEPARTMENT
GILGIT-BALTISTAN

BID DOCUMENT

1. General Conditions of Contract

Sealed tenders are invited from scheduled banks with PACRA long term credit rating of minimum **“A”** having branch in Gilgit city for investment of working balance of **“Forest & Wildlife Fund (FWF)”** amounting to Rs. More than **430 million** for 01 year in Daily Profit accounts in accordance with the approved criteria set by FWF Fund Management Committee.

2. Objectives

To invest the Forest & Wildlife Fund (FWF) into high rate offering scheduled banks to safeguard the working balance as per decision of the Government of Gilgit-Baltistan and instruction of Finance Division Islamabad.

3. Source of Funds

The proposed working balances has been earned through investment of Forest & Wildlife Fund in TDRs or collected time to time from different sources.

4. Eligible Bidders

Only scheduled banks having minimum A credit rating are invited for participation in the tender for investment of working balance of FWF.

5. Eligible services

To invest the working balance, a joint daily profit account with the title of **“Working Balance of Forest and Wildlife Fund (FWF)”** shall be opened.

- 5.1 The profit so earned and placed in the same daily profit account will also be liable to have the same special profit for the later period till its drawl.
- 5.2 The amount invested in the Daily Profit Account can be drawn at any time.
- 5.3 Volume of the total amount can be increased or decreased at any time.

6. Clarification of Bidding Documents

Any prospective bidder requiring any clarification of the bidding documents may notify the Procuring Agency in writing with sufficient reaction time before bid opening date at the Procuring Agency’s address indicated in the invitation for bids.

7. Bid Form and price Schedule

- 7.1 The bid form will be available from the office of the CCF GB at the cost of Rs.20,000/-

- 7.2 The Bidder shall complete the quote by including an appropriate Profit Schedule to be offered. Optional rates may not be indicated in the bid form.
- 7.3 Single stage-One envelope procedure under rule 36(a) of GB Public Procurement Rules 2022 will be adopted for procurement.

8. Bid Prices

- 8.1 The Bidder shall indicate the profit schedule and other items, it proposes to offer under the contract.
- 8.2 The profit schedule, as given in attached financial offer documents, to be filled in very carefully, and should be written in **numeric and words**. Any alteration/ correction in bid shall be rejected. Every page is to be signed and stamped at the bottom.
- 8.3 The Bidder is required to offer competitive profit. All profit rates should be final. Conditional rates shall be rejected straightaway.
- 8.4 No conditional bids will be accepted.
- 8.5 The successful bank shall submit a bank guarantee for payment of the committed profit rate.

9. Bid Currencies

Profit rate shall be quoted in percentage and the total profit amount to be earned on this investment at maturity must be quoted in Pak Rupees (in words and numeric).

10. Documents Establishing Bidder’s Eligibility and Qualification (Mandatory Requirements)

- 10.1 The Bidder/banks shall submit an affidavit on legal stamp paper of Rs 100/- that their bank has either not been fined in the past on any ground by SBP or any other Governments (Federal, Provincial) institution, and local body or a public sector organization. On account of submission of false statement, the Bidder shall be disqualified forthwith and subsequently black listed. The affidavit must be attested by Magistrate 1st Class.
- 10.2 The Proposal must be signed/ stamped on each page by the bidder.

Mandatory Documents to be attached:

Sections	Mandatory Documents	Yes/ No	Document annexed
Profile	License of schedule bank issued from State Bank of Pakistan.		Provided attested certificate copy
	Latest credit rating issued by Bank credit rating issued by SBP (PACRA/JCR-VIS)		Provided attested certificate copy
	Annual audited/verified balance sheet of the bank		Provided attested certificate copy

Banks/DFIs will be straightaway rejected if any single mandatory document found missing or not provided by bidders. Only technically qualified bidders will be called for Financial Bids opening.

Responsive bank offering highest profit rate shall get the entire amount allocated as working balance.

If more than one bank gets the same score, investment shall be made on advantageous basis..

11. Bid Security

No Bid Security shall be required, however, a bank guarantee from the bank must be attached regarding payment of the committed profit rate for the current investment.

12. Sealing and Marking of Bids

12.1 The envelope shall be marked as "Bid Document for **Investment of working balance of FWF**" in bold and legible letters to avoid confusion.

12.2 The envelope shall be addressed to the Chief Conservator of Forests GB Forest Complex near Bab-e-Gilgit Jutial Gilgit.

13. The Bidding Procedure

13.1 For this tender Section 39(a) of GB Public Procurement Rules, 2022 for competitive bidding shall be adopted.

13.2 The bid shall comprise a single package containing 01 envelop.

13.3 The procuring agency shall evaluate the proposal, and reject any proposal which do not conform to the specified requirements.

13.4 During the evaluation, no amendments in the proposal shall be permitted.

13.5 The proposals of bid shall be considered in front of representatives of technically qualified bidding firms (Banks).

14. Evaluation Criteria

14.1 It will be examined in detail whether the items offered by the bidder comply with the specifications of the bidding documents. No bidder will be allowed to submit additional documents unless otherwise sought in clarification.

14.2 The evaluation committee will recommend the selection of banks as per selection procedure of bid document.

15. Award of Contract

Acceptance of Bid and Award criteria

15.1 The Bidder with successful evaluation and having the highest profit rate, if not in conflict with any other law, rules, regulations or policy of the Government, shall be awarded the contract, within the original or extended period of bid validity.

15.2 The evaluation committee has the right to reject bids under clause -36(1) of GB Public Procurement Rules 2022.

16. Schedule of Requirement

- 16.1 The successful bank shall be bound to invest the approved amount in Daily Profit Account and will provide Cheque Book to the CCF GB within 10 days from the date of issuance of cross cheques from the Department.
- 16.2 The profit amount so earned from the above investment will also be added in the daily profit account for placement of committed special rate.
- 16.3 The successful banks shall be bound to sign a separate Letter of Agreement to fully implement the terms and conditions set out and placement of profit offered by the bank as per Bid Document.

17. Placement of Profit

The profit so earned and placed in the daily profit account will also be liable to have profit for the later period till its drawl.

18. Arbitration.

After signing of the investment contract, any dispute arises between parties to the contract shall be settled through arbitration. Method of arbitration would be as under: -

- i) Aggrieved party shall submit an appeal against any decision /act of the Authority (within 15 days) before the signatories, who shall nominate a suitable officer to examine the case and submit its report before the Secretary FW&E GB within 15 days, which will be considered as final decision.
- ii) The affected party can file a revision appeal (within 15 days of the decision) against the decision of the Secretary FW&E GB before Chief Secretary GB. Before filing the revision appeal, he should be required to give an undertaking (in writing) to the effect that the decision of the Chief Secretary Gilgit-Baltistan is acceptable to him and that it shall not be subject to any legal proceedings or arbitration at a later date. The Chief Secretary GB will give decision on the Appeal within 15 days.

CERTIFICATE TO BE FILLED IN BY BIDDER.

1. The hereby confirms to have read carefully the description and all the terms & conditions of bidding documents/tender notice No. _____ due for opening on _____ for the investment of working balance of FWF of _____ and agree to abide by all those terms & conditions etc.

2. The Bank also hereby categorically confirms that the profit rates offered by us are exactly to the particulars and specification as laid down in your bidding documents/tender notice in all respects.

3. The Bank also hereby confirms that in case of failure to comply the terms and conditions mentioned in the Tender Notice/Bid Documents issued by the department, the Forest, Parks & Wildlife Department reserves the rights to claim their loss including blacklisting the bank.

Name of Bidder (Bank): _____

Signature of Bidder:(Authorized person of the bank) _____

Designation:- _____

Seal: _____

WITNESS:

a) Name _____

b) Signature _____

c) Full address: _____

d) CNIC # _____

(To be attached with financial proposal)

FINANCIAL BID

RATES OFFERED BY M/S _____

The description and all the terms & conditions of bidding documents/tender notice issued by the Forest, Parks & Wildlife Department GB read carefully and accepting the terms and conditions mentioned in the Bid Document and the tender notice, we the.....bank confirm offering% annual profit for this investment which will be placed in the departmental Daily Profit Account for 01 year.

Name of Bank/DFI _____

Signature of Contractor _____

Address _____

Phone office _____

Cell# _____



No. CCF-6(3)/2026

Gilgit dated theth May, 2026

**AGREEMENT BETWEEN
FOREST, Parks & WILDLIFE DEPARTMENT GB
AND BANK LTD GILGIT**

As per decision of the FWF Fund Management Committee, held under the Chairmanship of the Chief Secretary GB, on and in accordance with the Bid Document for investment of FWF (Working Balance) and subsequent qualification ofbank for investment of the funds, an agreement is hereby made between the Forest, Wildlife & Environment Department GB and Bank Gilgit: -

1. Forests, Parks & Wildlife Department GB shall deposit its working balances in theBank Gilgit in daily Profit Account for a period of one year with effect from the date of transferring the amount to the bank under the decision and directives of FWF Fund Management Committee and the proceedings of bids conducted on
2. The Bank Gilgit shall pay minimum% per annum profit on the above investment on monthly basis.
3. The department shall have the right to draw funds at any time for utilization and further release to the development activities.
4. If the Bank fails to fulfill the condition at Clause-2 above, the investment shall be withdrawn at any time by Forest, Parks & Wildlife Department GB.

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Authorized Authority
..... Bank Ltd
Main Branch Gilgit

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Chief Conservator Forests
Forest, Parks & Wildlife
Departmentok
Gilgit-Baltistan

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Secretary
Forest, Wildlife & Environment
Gilgit-Baltistan