

GOVERNMENT OF GILGIT - BALTISTAN
OFFICE OF THE DEPUTY DIRECTOR EDUCATION
Gilgit

DDE (G)-1(1)/Cash/2025

Dated: - 28th February, 2025

TENDER NOTICE

Sealed Tenders are invited from reputed Registered Government Firms/Dealers/Suppliers/Contractors for procurement of the “**Purchase of Furniture**” “against the Development Projects for the office of the undersigned under Development Budget 2024-25.

The tender documents must reach at office of the undersigned on or before **20th March, 2025 at 10:30 Am.** Tender documents will be opened on the same day as schedule given above in presence of Contractor or authorized representatives.

GENERAL TERMS AND CONDITIONS:

1. The Bid Security/call deposit in shape of Bank Draft/Pay Order issued from a scheduled bank in the name of Deputy Director Education Gilgit may be attached with the bidding/tender documents. Tender/bidding documents without call deposit from a scheduled bank, will not be accepted.
2. The tender/bidding document of only registered firms/ dealers/ suppliers/contractors shall be entertained.
3. The tender shall be considered item wise and firm shall be bound to supply/provide goods/services at rates quoted in tender.
4. The rates of those items which are not included or not covered in the “**Prescribed Form**” will be determined in accordance with the prevalent retail price in the open market at the time of supply/delivery and such fixation shall be final.
5. Firms quoting inappropriate rates with respect to market rates, shall not be considered
6. All kind of Taxes applicable (if any) should be inclusive in the tender/bid and shall be borne by the Firms/Dealers/Suppliers/Contractors.
7. Conditional, ambiguous & incomplete tenders/bids shall not be accepted.
8. Bank statement of last 05 years, 05 years Experience in relevant field and Registration certificate within validity period must be attached duly attested.
9. Bidders will be responsible to ensure their participation or their authorized representative to participate in the bidding on the fixed time, date and place of opening of the bids/tenders.
10. Bidders must submit their bids in sealed envelopes duly signed by the bidder.
11. The bidding price should be written clearly and neatly indicating name, address, phone and Registration Number of the bidder. All columns may be filled in properly and no column be left unfilled. Each page of the bid should be duly stamped and signed by the bidder and accompanied by the attested copy of the CNIC.
12. Prices offered should be for each/every item/ services separately; partial offers shall be rejected straightaway. Conditional offers shall also be considered as non-responsive.
13. While tendering quotation, the present trend/inflation in the rate of goods and services in the market should be kept in mind. No request for the increase in prices due to market fluctuation in the cost of goods and services shall be entertained after the bid has been submitted.
14. The Bidder shall submit an affidavit on legal stamp paper of Rs.50/- denomination that their firm/shop/store has not been blacklisted in the past on any ground by any Governments (Federal, Provincial), a local body or a public sector organization on account of submission of false statement. If found blacklisted during or afterward of the tender, the Bidder shall be disqualified forthwith and subsequently black listed.
15. The bid price/financial specification form of all the items, must be submitted in original, duly signed, and stamped by the bidder.
16. The amount of call deposit will be refunded to the unsuccessful bidders after preparation/ approval of the comparative statement.
17. Bids shall remain valid for whole of financial year and extended period after opening of Bid.
18. The envelop shall be marked as “**Bid for Purchase of Furniture**” in bold and legible letters to avoid confusion.

19. For the purposes of determining the lowest evaluated bid, facts other than price such as previous performance, previous experience, quality items/services, ownership of shop/store and workers/staff and such other details as mentioned earlier and as the Procuring Agency in its discretion may consider appropriate, shall be taken into consideration.
20. The Bidder with successful lowest financial bid, if not in conflict with any other law, rules, regulations or policy of the Government and clause 26 above shall be awarded the contract, within the original or extended period of bid validity.
21. On expiry of contract period, further extension in contract work shall be considered on the same approved tender rates upto a maximum period of 60 days in unavoidable circumstances with the approval of competent authority.
22. The Evaluation Committee/authority has the right to reject partially or wholly any one or all bids as per guidelines of PPRA.
23. The edibles items to be supplied under the contract shall be delivered in such manner that risk is transferred to the buyer after delivery only: hence before delivery insurance coverage is Supplier's responsibility.
24. Awarding the tender work on item basis or lot basis shall be the sole purview of the Committee.
25. The Committee members shall physically inspect/check the bidder's Shop/Store to satisfy themselves that the same exists with adequate supplies along with workers/staff.
26. The competent authority reserves the right to delete, increase and decrease the quantity of any item from the list at the time of awarding Supply Order.
27. Bid price against each item should not be unrealistically high or unrealistically low to the prevailing general market price.
28. Supply Order shall be issued only to the successful Bidder/Dealer/Contractor/Firm.
29. **Mode of Payment:-**

(i). Payment will be subject to availability of funds/release of budget under relevant head of account.

Following documents may be attached:-

- 1) The prescribed Bid Form on printed pad of the Bidder/Contractor/Dealer/Supplier duly signed and stamped to appear/participate in the competitive Tender/Bidding.
- 2) It may be checked and ensured that all the Cells of the **Rate offering Column** have been filled in and no cell is left unfilled without offering the tender rate against the item.
- 3) The Bidding Documents duly filled in along with all required documents mentioned in Terms & Conditions.
- 4) Registration Certificate issued from competent authority duly attested.
- 5) Call Deposit in shape of Bank Draft/Pay Order
- 6) Work experience certificate of at least last 05 years.
- 7) Financial/Bank statements of last 05 years.
- 8) Non-blacklisting certificate/undertaking attested by competent authority/Magistrate. Detail of Shop/Store/workshop
- 9) Attested Copies of CNIC.

(ABDUL WAHAB MIR)
Deputy Director Education
Gilgit