

UTILITY STORES CORPORATION OF PAKISTAN (PVT) LIMITED
HEAD OFFICE ISLAMABAD

TERMS AND CONDITIONS FOR SUPPLY OF DAL CHANA (SMALL GRAIN)
IN 50KG POLYPROPYLENE BAGS

1. INVITATION OF BIDS:

Sealed tenders are invited by Utility Stores Corporation of Pakistan from the Pulses Processing Mills and suppliers/vendors registered with Income Tax / Sales Tax departments for supply of Dal Chana (Small Grain) in net weight 50kg poly propylene bags. The bids/offers are required to be submitted on the prescribed tender form enclosed at Annex-A to this document along with covering letter on the letter head pad of concerned mills. Tender form should be properly filled and complete amount of earnest money worked out at tender form should be attached. Rates for minimum quantity of 400 M/Tons for all Pakistan basis should be quoted. Addresses of USC Head Office and USC Zonal Offices are attached at Annex-B.

2. REQUIRED QUANTITIES AND SPECIFICATION:-

The quantities of Dal Chana (Small Grain) required at Regional Warehouses and specifications are as under:-

S.No	Item	Specification	Station	Quantity In M/Tons
1.	Dal Chana (Small Grain)	Good quality/Cleaned/ Dry(Kori)/ without Polish Moisture = (Not more than 8%) Foreign matter/food grains=(Not more than 0.5%) Damaged grains = (Not more than 1%)	Abottabad	240
			Haripur	120
			Peshawar-S	170
			Mardan	90
			Faisalabad	100
			Sargodha	150
			Multan	300
			Islamabad	820
			Lahore-N	340
			Hyderabad	90
			Quetta	30
Sukkur	50			
Total Quantity (M/Tons):-				2500

3. DATE, TIME AND VENUE FOR OPENING OF THE BIDS/OFFERS:

- a. The sealed tenders / offers are required to reach Utility Stores Corporation Head Office located at Plot No. 2039, F-7/G-7, Blue Area, Islamabad on or before **19th January 2021** at 01:30 hours. All the bids / offers shall be opened on the same day at 02:00 hours by the Tender Committee constituted for the purpose in the presence of the bidders or their duly authorized representatives.
- b. Station wise price / rates are required to be quoted in M.Tons on FOR (delivered basis) in Pak Rupees. The price to be quoted should be inclusive of all taxes, duties, levies, charges etc.
- c. The interested suppliers / bidders can also send their bids / offers through registered mail/courier addressed to General Manager (Procurement) USC Head Office Islamabad on the address mentioned in para 3 (a) above. The same shall be entertained subject to the following:-
 - i. The offers/bids are required to reach USC Head Office on or before **19th January 2021 at 01:30 hours.**
 - ii. The envelopes containing the offers/bids are clearly marked in bold letters containing the words **“bids/offers for supply of Dal Chana (Small Grain) to Utility Stores Corporation of Pakistan (Pvt) Ltd”**.

4. EARNEST MONEY:

The tenders / bids must be accompanied with an Earnest Money at the rate of 3% of the total value of the bids / offers in the shape of Demand Draft / Pay Order in the name of Utility Stores Corporation of Pakistan. Earnest money in the shape of Call Deposit Receipts and Cheques will not be accepted. The earnest money shall be refunded to the unsuccessful suppliers / bidders immediately after the finalization of the bids. The stocks as per samples will have to be delivered at USC Regional Warehouses as per Schedule given in Purchase Orders, failing which the Corporation reserves the right to cancel the purchase orders and forfeit the earnest money. For the refund / return of Earnest Money, the successful vendors will have to complete at least 90% of the purchase orders quantity at each station. In case of less supply than 90%, the earnest money will be deducted at the rate of 3% of the ordered quantity of concerned station. The earnest money for that purpose shall serve as performance guarantee of successful bidder for delivery of ordered quantity to the satisfaction of USC.

5. PACKINGS:

Stock of Dal Chana (Small Grain) is required to be delivered in net weight 50kg new poly propylene bags for which no payment will be made by USC. The vendor will supply an additional quantity of ½ kg Dal Chana (Small Grain) free of cost on every 100kg.

6. VALIDITY OFFER:

All offers must be valid for acceptance for a period of 15 working days excluding tender opening date. Incomplete, conditional and illegible offers shall not be entertained. Cutting or over writing of rate and quantity on the tender form is not permissible and quotation will be considered void.

7. PROCEDURE FOR OPENING OF TENDER:

Tender/Bids will be opened and processed as per procedure laid down in PPRA 2004 i.e. **on least cost and quality based selection**. The tender will be awarded on the basis of the lowest rates and good quality products offered. In case the quantity offered by the 1st lowest bidder is less than the quantity asked in the tender, the other lowest bidders in the descending order will be asked to match the rates so as to complete the tendered quantity.

8. QUALITY:

The intending participants will have to provide a sample of net weight 5kg of commodity. The samples of successful bidders will be sent to concerned Regional Managers and Warehouse Incharges for matching the quality of the commodities at the time of the receipt of stock from the vendors. The quality of stocks will be examined by a Committee at Regional Offices consisting of the Regional Manager, Accounts Officer, Area Manager and Warehouse Incharge. If the issue / problem of quality is not resolved at Regional Committee level, the appeal may be made instantly to Chairman Tender Committee at USC Head Office. In case the stock supplied by the vendor does not match with the sample provided/produced at the time of bidding, the same shall be returned to supplier/vendor at his risk and cost. The freight of both sides shall be borne by the concerned vendor. USC Regions will accept only good quality stocks as per sample provided by the party/mill in the tender. In case of any complaint on quality at any stage the party/mill will be responsible to replace the sub-standard stock with good quality stock at its risk & cost. The supplier would be responsible for the quality assurance at the time of delivery as per sample. If deemed necessary, the sample/stock delivered by the vendors would be sent to laboratories for inspection by USC at the cost of vendors. Any negligence on the part of the vendors would be liable for action as per contract/law. Every party/mill will provide the undertaking along with each invoice that good quality stock is delivered as per approved sample.

9. STOCK IN TRANSIT:

The supplier/vendor will be responsible for safe and secure supply of the stock to USC Regions/Warehouses of which order is placed with the vendor. In case of loss of stock in transit due to any theft/accident or any natural calamity the concerned vendor/supplier will be responsible for the same.

10. DELIVERY PERIOD:

The successful vendor will have to complete the supply as per Schedule given in Purchase Orders, failing which he will render himself liable to be proceeded against as per terms and conditions of tender. In case of late delivery of stock, late delivery charges per day will be deducted @ 0.25% per day of the total value of the stock whose delivery has been delayed, maximum upto 5% of the undelivered stock.

11. WEIGHTMENT AT THE TIME OF DELIVERY:

USC will accept the stocks as per weigh bridge slip and weight shortages (if any found). Goods Receipt Notes will be prepared as per actual weight.

12. PERFORMANCE BOND/MONEY & CONTRACT:

- a. In case the suppliers/bidders commits any breach of, or fails to fulfill any of the terms and conditions of the Tender, the performance bond/earnest money shall be forfeited with notice as per terms and conditions of agreement/tender.
- b. The performance bond/earnest money shall be released after successful completion of supplies and subject to fulfillment of all the terms and conditions of the tender.

13. PAYMENT:

- a. The payment will be made within 30 days from the date of Goods Receipt Notes to be issued by the concerned Regional Warehouse Incharges duly signed by Incharge Warehouse / Regional Manager.
- b. All Government taxes will be deducted from the payment.

14. LOADING/UNLOADING CHARGES:

Loading/unloading charges will be paid by Mill/Vendor/Supplier.

15. DEDUCTION OF TAXES:

Taxes will be deducted from the invoices as per Government rules at the prevailing Government rates. In case of any changes in taxes during the currency of the agreement by the Government, the

same will be implemented by USC as per Government instructions. However, in case of any tax exemption, a certificate to this office will have to be provided by the bidders. Payment of withholding tax on cash withdrawal as per Government rules calculated on freight / loading / unloading amount at the time of payment.

16. **FORCE MAJEURE:**

In case of any of the force majeure circumstances, namely Act of Allah, natural calamity, fire, Government restrictions, strikes or lockouts by workmen, war, military operations of any nature, blockades, preventing the parties from wholly or particularly carrying out contractual obligations etc, the period stipulated for the performance of the contract shall be extended for as long as these circumstances prevail; provided that, in the event of these circumstances continuing for more than one month, either party shall have the right to refuse to fulfill its contractual obligations without title to indemnifications of any losses it may thereby sustain.

17. **ARBITRATION:**

In case of any dispute arising out of the agreement, Managing Director USC will be the Sole Arbitrator and his decision shall be binding on both the parties to this agreement.

18. **ACCEPTANCE/REJECTION OF BID:**

The Corporation reserves the right to accept and reject any or all bids at any time prior to the acceptance of a bid. However, the Corporation upon request shall communicate to any bidder, the ground for its rejection of the rejection of all bids, but is not required to justify those grounds.

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Annex-A

Date: _____

FORMAT FOR BIDDING

Name of Firm:

Name of Proprietor/Owner:

NTN No.:

Sales Tax Registration No.:

(Copy of NTN must attached)

(Copy of STN must attached)

Address of Firm/Tel & Fax No:

Pay Order/DD No:

Amount:

QUOTED RATES FOR DAL CHANA (SMALL GRAIN)

S.No	Name of Stations	Rates In Rs. Per Kg	Quantity In M/Tons	Worth / Amount
1.	Abottabad			
2.	Haripur			
3.	Peshawar-S			
4.	Mardan			
5.	Faisalabad			
6.	Sargodha			
7.	Multan			
8.	Islamabad			
9.	Lahore-N			
10.	Hyderabad			
11.	Quetta			
12.	Sukkur			
Total Amount / Worth:-				
Amount of Earnest Money 3% of Total Worth:-				

Name, Designation, Signature
and Stamp of Authorized Person

UTILITY STORES CORPORATION OF PAKISTAN (PVT) LIMITED
HEAD OFFICE ISLAMABAD

Annex-B

S.No	Zonal Office	Address
1	Abottabad	PMA Road, Shahzaman Colony, Abottabad. Ph. No. 0992-333486
2	Faisalabad	Daewoo Road, Near Punjab Small Industrial Estate, Faisalabad. Ph No. 041-8812443
3	Islamabad	Plot No. 155, Street No. 09, I-10/3, Islamabad. Ph No. 051-9258120
4	Karachi	St # 13, Sector 36/A, Old Roti Plant, K-Area, Korangi, Karachi. Ph No. 021-35035322
5	Lahore	RCP Building, Scheme More, Saidpur Chowk, Multan Road, Lahore. Ph No. 042-37806772
6	Multan	I/C, Industrial Estate, Sharshah Road, Opposite Al-Hilal Flour Mills, Multan. Ph No. 061-6537412
7	Peshawar	Plot No. 39/B, Phase-5, ICMS Building, Hayatabad, Peshawar. Ph No. 091-9217727
8	Quetta	Plot No. 5-3/96, Roti Plant Bld, TTC, Sirki Road, Quetta. Ph No. 081-9211584
9	Sukkur	Plot No. A-74, Near SSGC, Regional Office, Golimar Road, Site Area, Sukkur. Ph No. 071-5631156

S. No.	Address
Head Office	
1.	Utility Stores Corporation of Pakistan (Pvt) Ltd, Plot No. 2039, Jinnah Avenue, Blue Area, Islamabad. Ph. No. 051-9245035, 9245034