



GOVERNMENT OF KHYBER PUKHTUNKHWA

BIDDING DOCUMENT

FOR

**“SUPPLY OF SANITATION TOOLS & EQUIPMENTS
FOR WSSP ZONE-A, B, C, D & E Peshawar”**

May 2024

Bid No: WSSP/OPS/34-5/2024

General Manager (HR/Admin/Procurement)
WATER & SANITATION SERVICES, PESHAWAR
Local Government Complex, Phase-VII, Hayatabad, Peshawar.
Phone #: 9219098 Ext: 121.

Disclaimer

Though adequate care has been taken while preparing this document and information provided therein, but it is advised that the bidder must satisfy himself for the corrections and sufficiency of the Data. Information on any discrepancy should be intimated to this office immediately. If no information is received from any of the bidders within the time of submission date, it shall be presumed that this document is correct and complete in all respects. If considered necessary in the interest of work / public, Water & Sanitation Services Peshawar (WSSP) reserves the rights to modify, amend or supplement this document.

TERMS & CONDITIONS

The Manufacturers / firms/companies (hereinafter called the "Bidders") having relevant experience in the field are hereby invited to submit their tender for "**Supply of Sanitation Tools & Equipment for WSSP**" (hereinafter called the "Supplies") subject to following terms and conditions: -

1. The Wheelbarrows and other sanitation tools provided should be as per approved Specification, quality and Color.
2. The Pre-delivery approval of the order by the winner bidder is suggested and recommended. The goods supplied without pre-delivery approval and if rejected by the Zonal office, the responsibility of the replacement within 3 days shall be held with Bidder.
3. The rate(s) quoted shall be inclusive of all taxes and shall imply free delivery to respective zonal offices including transportation, loading/unloading etc.
4. The tools shall be delivered to respective Zones directly by the Contractor.
5. That the delivery period of this Contract shall be 7 DAYS, (Before Eid ul Adha) commencing from the date of work order or as per WSSP directions / Request.
6. The rates should be valid till the contract expiration date or maximum up to 90 days. Contract shall be entered with the bidder on least cost basis and no increase, due to any reason, in the rates shall be acceptable during the validity of the contract period.
7. No extra charge for packing, forwarding and insurance etc. will be paid on the rates quoted.
8. The rates should be quoted only for the items specified in the list of requirements / BOQ and should be for the items or given specifications confirm to the standard (s) requirements of the given specification/mark/manufactures.
9. Where specifications/mark/manufacture is not specified by this office the rates should be quoted only for the **1st Class and standard quality** Goods.
10. Bids must be submitted duly signed and stamped by Chief Executive/authorized person of the firm.
11. The Interested parties are advised to attend the Pre-bid meetings scheduled on 29th May 2024 at 3:00 pm.
12. Blacklisted service providers should not apply and will be rejected.
13. The decision of the WSSP for acceptance/rejection of supplied including the decision for equivalent specifications, standard and quality etc. of articles shall be final.
14. The supply should be according to the client's requirement. No amendment in tender form (in specification) will be accepted and such forms / supply shall be rejected / Returned.
15. The payment shall be made after satisfactory completion of the Supply order by the contractor and after verification by the respective Zonal staff for quality and quantity supplied, through crossed cheque.
16. In case of provision of poor-quality service/not abiding by the instruction of the client Or late delivery the penalty up to Rs. 10000/- per day shall be imposed on bidder. However, the total penalty under liquidated damages shall not exceed 10% of the contract Value.

17. A rate contract (copy attached) shall be signed by the successful bidder and WSSP and all terms and conditions would be binding on both parties.
18. Bidders are required to Submit the sealed tender under Single Stage Single Envelop method at the place, date and time mentioned in NIT.
19. The bidder / Supplier should be a registered entity with concerned Government Departments (Income tax / KPRA / Sales tax). The bidder should have sufficient experience in the field.
20. The quoted rates should be inclusive of all applicable taxes and other relevant charges.
21. The company will deduct taxes, duties (Including Stamp duties). Income tax. Sales tax, KPRA taxes and other relevant charges as prescribed and amended from time to time by tax authorities / Government. (as applicable).
22. Competent Authority reserves the right to reject the tender at any stage with cogent reason as per KPPRA rules and regulations.
23. No Advance payment shall be made to the Successful bidder.
24. In case of poor performance, the client has the right to cancel the contract and impose ban for participating in the next bidding process of WSSP and debar or blacklist the bidder as per Procedure.
25. Any disfiguring / over writing, manipulation in the tender shall be liable to rejection or Incomplete / conditional bids shall not be acceptable.
26. Any deviation from above mentioned conditions will automatically lead to cancellation of the Contract.

General Manager (HR/Admin/Procurement).

Supply of Sanitation Tools and Equipment for WSSP Peshawar

BILL OF QUANTITIES

S.No	Items	Unit	Zone A	Zone B	Zone C	Zone D	Zone E	Total Quantity	Unit Price	Total
1	Gloves	No	100	200	-	-	-	300		
2	Shoval No. 5	No	240	100	150	100	150	740		
3	Shovel No. 4	No	-	110	280	120	-	510		
4	Shoval No. 3	No	-	100	-	-	150	250		
5	Shoval No. 0	No	220	300	150	100	150	920		
6	Fork Hoe (phanjy)	No	120	120	150	120	100	610		
7	Pickaxe (Ghenthri) One side Hook	Each	-	20	20	10	5	55		
8	Pickaxe (Ghenthri) Two side Hook	Each	-	20	18	15	5	58		
9	Shavel/ Kahi (Grub Hoe)	No	100	-	-	-	-	100		
10	Digging Rod (Jabal)	No	8	8	10	8	5	39		
11	Rope (Rasi)	Kg	25	100	15	10	10	160		
12	Steel Buckets	Each	0	20	20	20	20	80		
14	Grape Hoe (phary)	Each	100	50	70	80	50	350		
15	Wedge (Cherry)	Each	0	10	10	5	5	30		
16	Big Hammer (Pulk) 5 kg	Each	0	8	5	5	2	20		
17	Head Lights	Each	0	10	-	-	-	10		
18	Torch Lights (imported)	Each	0	6	-	-	-	6		
19	Steel bar (Garde 40)	Each	0	18	24	12	6	60		
20	Rain Coat (Barsaati)	No	40	80	110	70	100	400		
21	Bamboos	No	-	-	-	15	-	15		
22	Steel bowl (Takari/Tatki)	Kg	-	30	-	-	-	30		
23	Hammer 1 Kg	Each	-	8	-	-	-	8		

24	Hammer (2 Kilogram)	Each	-	5	-	-	-	5		
25	Safety Cones	Each	-	20	10		20	50		
26	Wheel Barrow (Wheel Barrow (Double Wheel) as per specifications and directions of Engineer Incharge, Red oxide coated and paint complete.)	No	18	20	18	5	12	73		
27	Waders	No	20	-	-	-	-	20		
		Total Amount (Rs)								

Amount in Words:

Authorized Signature: _____

Name & Designation : _____

Company Seal: _____

Note:

The tools will be delivered to respective Zonal office including loading & unloading charges and properly packed.

The Sanitation tools must be delivery promptly before Eid ul Azha 2024.

Affidavit

I owner Mr. _____ CNIC# _____ of M/s _____

I/We accept the terms and conditions as laid down in Bidding documents and advertisement notice. I/We shall also observe all the rules / regulations framed by Government of the Khyber Pakhtunkhwa regarding the Supply of Good as mentioned in the KPPRA Rule 2014.

Furthermore, I/We understand that if any information provided in respect of this bid is found false / fake at any stage before / after award of contract. The WSSP has a right to withhold all our due payments, impose penalty and may file a petition in Court of law for debarment / blacklisting of the firm (as the case may be).

**SIGNATURE
WITH STAMP OF THE FIRM**

Date: _____

SERVICE PROVIDER PROFILE

Company	
Address of Office	
Telephone No	
Contact Person (Name & Mobile)	
NTN No	
Years of Experience	
No of Trained Staff	

Authorized Signature: _____

Name & Designation: _____

Company Seal : _____

FOR FILLING THE BIDDING DOCUMENTS

WATER AND SANITATION SERVICES PESHAWAR.

Please Carefully Read below instructions before filling the Bid Documents / BOQ.

1. The Bid documents all pages including BOQ must be **Stamped and signed** by an authorized person of the contractor/firm else the bid will not be considered.
2. In case, after evaluation, two or more bids are found equal, the lowest bidder shall be decided through Toss amongst them.
3. The KPPRA valid / latest Notifications in respect of additional bid Security as imposed shall be referred to in case rate is quoted below than the Estimated cost.
4. If the successful bidder failed to provide the required Bid Security or the Performance Security within the prescribed time or fails to sign the agreement for the work, his bid security shall be forfeited in favor of WSSP and the work will be awarded to the 2nd lowest bidder.
5. The Bid Security @ 2% shall be verified from the concerned Bank, (if deemed necessary).
6. Bidding Document Fee shall be deposited in Bank in favor of CEO WSSP as mentioned in NIT. The Bidding documents shall be issued against the submission of application along the BOK deposit slip (No cash Payment shall be entertained) or may be downloaded from WSSP.
7. Bidding shall be done on least Cost Basis, and the work order shall be awarded to lowest successful bidder in total.
8. The bidders are required to quote their total bids costs both in “Figures and Word”.
9. All Provincial/Federal taxes/stamp duty including income tax will be recoverable from the bidder as per directives of Govt. issued from time to time.
10. Any disfiguring/overwriting, manipulation in bids unless proper signing shall be liable to rejection.
11. Only filled BOQ shall not be sufficient, all the attached Annexures / evidences and appendixes must be filled in and signed by the contractor (Where applicable).
12. Incomplete/conditional and late receipt bids shall not be acceptable.
13. Tenders and copy of Call Deposits received through fax will not be acceptable.
14. Besides other duties & taxes etc., the successful bidder shall also to deposit the government prescribed amount of stamp duty.
15. The Competent Authority reserves the right to reject anyone or all the tenders, the reason / reasons for cancellation shall be shared with Contractor upon request.

Supplier/ Contractor Signature

Stamp.

CONTRACT

Supply of Sanitation Tools & Equipment for WSSP Peshawar

THIS CONTRACT is made and executed on this _____, 2024 by and between:

Water and Sanitation Services Peshawar, a company duly incorporated under the provisions of Companies Ordinance, 1984 having its registered office at Plot #33, Street 13, Local Government Governance School, Phase 7, Hayatabad, Peshawar through its Chief Executive Officer (CEO) on behalf of its Board of Directors (Hereinafter referred to as "**Client**" which expression shall, where the context permits, includes its successors-in-interest and permitted assigns)

AND

M/S _____ (Hereinafter referred to as "**Firm**" which expression shall, where the context permits, includes its successors-in-interest and permitted assigns)

WHEREAS;

The Client advertised a Tender Notice in the national press for **Supply of Sanitation Tools & Equipment for WSSP** (hereinafter called the "Supplier")

The Firm, being the lowest bidder, has been selected and is willing to provide the Supply / Services on the terms and conditions set forth in this Contract, NIT and Bidding Documents.

NOW, THEREFORE, the Client, represented by its Chief Executive Officer on behalf of its Board of Directors and the Firm, represented by its respective Zonal Manager WSSP, to synergize their efforts for achieving the intended results, have decided to enter into this Contract today on _____, 2024 on the terms and conditions agreed below.

1. The Firm shall complete the work as per details provided in the BOQ / NIT and as per requirement of the Client set forth in Pre-Bid Meeting.
2. That the payment to the firm shall be made after delivery and verification of bill (Payment shall be made for actual work) through cross Cheque within 30 days. No mobilization advance or advance shall be granted to the winner bidder.
3. The Firms will complete the work as per approved Specifications / design / quality desired, no deviation in this respect shall be accepted.
4. The approved rate under this Contract (as mentioned in BOQ submitted by Supplier) shall remain the same during the approved time of this Contract (Six Months). The Firm shall not demand for increase in approved rate during the period of this Contract.
5. The Firm shall be fully responsible for all payments like E.O.B.I., Social Security, Health Insurance, etc. of their Employees.
6. In case of poor-quality supply /not abiding by the instruction of the client (WSSP) Or late delivery the penalty up to Rs. 10000/- per day shall be imposed on bidder. However, the total penalty under liquidated damages shall not exceed 10% of the contract Value.
7. Bids shall remain valid for the period of 90 days, in exceptional circumstances prior to expiry of the original bid validity period, the Employer may request that the bidders extend the period of validity for a specified additional period which shall in no case be more than the original bid validity period. The request and the responses thereto shall be made in writing. A bidder may refuse the request

without forfeiting his Bid Security. A bidder agreeing to the request will not be required or permitted to modify his bid but will be required to extend the validity of his Bid Security for the period of the extension.

8. The Client will deduct income tax and sales tax or any other duties and tax (if applicable) as per prescribed rates of the Government.
9. The Contract may be revoked by the Client at any time in case of unsatisfactory performance, failure to perform services, without serving any notice to Firm and all payments will be withheld by the Client, the Bid Security shall be forfeit and moreover, WSSP reserve the right to move the legal action against the firm.
10. The Client reserves the right to revoke the Contract at any time without assigning any reason thereof and there shall be no appeal before any court or authority against it.
11. That the completion period of this Contract shall be 7 days (before Eid ul Azha) , commencing from the date of work order or as per Client's directions / Request.
12. The Firm shall complete the work as per Specification of the Client and in case of poor quality / substandard etc. other than the approved sample, the Client has the right to cancel the contract and impose ban for participating in to next bidding process of WSSP and as penalty the Bid security shall be forfeited in favor of WSSP.
13. All the terms and Conditions mentioned in Bidding Documents, NIT and detail finalized in Pre-bid meeting are the part of this contact agreement and Supplier is bound to adhere with.

IN WITNESS, WHEREOF; the authorized representatives of both the parties have executed and entered into this Agreement on this _____, 2021 at Peshawar have signed and sealed or stamped as under.

For WSSP, Peshawar

For and on Behalf of Firm

WITNESSES:
