



PROCUREMENT CELL

**BALUCHISTAN PROVINCIAL ASSEMBLY SECRETARIAT,
ZARGHOON ROAD, QUETTA,
TEL: 081-9203079 Ext 338, 375**

BIDDING DOCUMENT

FOR

PROCUREMENT OF UNIFORM/LIVERY

FOR EMPLOYEES OF

BALUCHISTAN ASSEMBLY SECRETARIAT AND MPA'S HOSTEL QUETTA

Last date for submission of bid is –

Monday the 27th December, 2021 by 10:00 AM

Tender shall be opened on: Monday the 27th December, 2021 at 10:30 AM

TABLE OF CONTENTS

#	Contents	Page
1.	Notice Inviting Tender (NIT)	1
2.	Bid Invitation	2
3.	Procedure for Submission and Opening of Bids	2
4.	Terms & Conditions	3-5
5.	Instructions for Preparing Bids	6
6.	Bid Evaluation Criteria	6
7.	Criteria for Eligibility and Technical Evaluation of Bidders	(Annexure – A) 7-8
8.	Format for Assessment of Eligibility and Technical Evaluation of Bidders	(Annexure – B) 9-10
11.	List of Uniform/Livery Items (Data Sheet)	(Annexure – C) 11-15
12.	Comparative Statement of Financial Proposal	(Annexure – D) 17-21
13.	Bid Application Form	(Annexure – E) 22
14.	Declaration	(Annexure – F) 23
15.	Format for Covering Letter	(Annexure – G) 24
16.	Format for Power-of-Attorney	(Annexure - H) 25
17.	Category Wise Detail of Uniform/Livery	(Annexure - I) 26-29

NOTICE INVITING TENDER

Balochistan Provincial Assembly Secretariat invites sealed bids as per Balochistan Public Procurement Regulatory Authority (BPPRA) Rules, 2014 from well reputed and established Firms/Companies/Contractors having registration and active status of NTN and GST with Federal Board of Revenue for **“PROCUREMENT OF WINTER AND SUMMER UNIFORM/LIVERY ITEMS”** enlisted in **Annexure - C** of bidding documents on following terms & conditions:-

1. The bidder shall not be blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous Body or Private Sector Organization anywhere in Pakistan.
2. Bidding documents can be obtained from Room # 38 Procurement Cell Balochistan Provincial Assembly Secretariat on payment of Rs. 1000/- in National Bank of Pakistan through Green Deposit Challan in favor of Secretary Balochistan Provincial Assembly Secretariat, Quetta (**Head of Account CO-3870 and DDO Code QA-7022**). Bidding documents can also be downloaded from the Balochistan Provincial Assembly website www.pabalochistan.gov.pk and from BPPRA website www.bppra.gob.pk.
3. Single stage two envelope bidding method shall be used as per Rule 41-(3) of the BPPRA Rules, 2014.
4. Contract will be awarded to the lowest evaluated bidder as per the requirements of BPPRA Rules, 2014.
5. The Sealed Bids (Technical & Financial) along with all necessary documents shall be dropped in the **Tender Box** placed at the reception of the Admin Block of Balochistan Provincial Assembly Secretariat on or before **Monday the 27th December, 2021 10:00 am**. Only Technical Bids will be opened at 10:30 am on the same day in the presence of the participating firm(s) or their authorized representative in the Committee Room # 05 Balochistan Provincial Assembly Secretariat.
6. Financial bids of technically qualified bidders shall be opened in presence of bidders or their authorized representatives at a time, date and venue to be announced and communicated to the bidders in advance. Whereas, financial bids of technically non-responsive bidders will be returned un-opened to the respective bidders.
7. Bidders shall quote their rates, inclusive of all applicable taxes, duties and other ancillary costs associated with supply of items.
8. The bids must accompany Bid Security of 2% in the shape of Call Deposit or Bank Guarantee issued from a scheduled bank in favor of Secretary Balochistan Provincial Assembly Secretariat.
9. Balochistan Provincial Assembly Secretariat reserves the right to reject any or all bids as per provisions of BPPRA rules 2014.

CONTACT INFORMATION:

Telephone Number: 081-9203079 Ext – 338, 375

Fax Number: 081-9202575

Email Address: bpaprocurement@yahoo.com

**Procurement Cell
Balochistan Assembly Secretariat
Zarghoon Road Quetta**

BIDS INVITATION:

Balochistan Provincial Assembly Secretariat, Zarghoon Road Quetta intends to invite sealed bids as per Balochistan Public Procurement Regulatory Authority (BPPRA) Rules, 2014 from well reputed and established Firms/Companies/Contractors having registration and active status of NTN and GST with Federal Board of Revenue for **“PROCUREMENT OF WINTER AND SUMMER UNIFORM/LIVERY ITEMS”** enlisted in **Annexure – C** of this bidding document.

PROCEDURE FOR SUBMISSION AND OPENING OF BIDS:

Bid Complete in all respect (Properly bind, indexed, Pages numbered) shall be dropped in the Tender Box placed at reception of the Admin Block Balochistan Provincial Assembly Secretariat on or before **Monday the 27th December, 2021 10:00 am** on **“Single Stage - Two Envelope Basis”** as laid down in Rule 41-(3) of the Balochistan Public Procurement Regulatory Authority (BPPRA) Rules, 2014 which states that:

- a) Bid shall comprise a **SINGLE PACKAGE** containing **two separate envelopes**. Each envelope shall contain separately the financial proposal and technical proposal.
- b) Envelopes shall be marked as **FINANCIAL PROPOSAL** and **TECHNICAL PROPOSAL** in bold and legible letters to avoid confusion.
- c) Initially, only the envelope marked Technical Proposal shall be opened and evaluated against the bidder’s eligibility and technical evaluation criteria defined in **Annexure – A** of this bidding document.
- d) Financial proposal of technically qualified bidders shall be opened at a time, date and venue announced and communicated to the bidders in advance.
- e) Financial proposals found technically non-responsive shall be returned un-opened to the respective bidders.

TERMS & CONDITIONS:

1. Applicability of the Balochistan Public Procurement Rules, 2014:

The bidding process shall be governed by Balochistan Public Procurement Regulatory Authority (BPPRA) Rules, 2014 as amended from time to time and instruction of the Government of Balochistan, in this respect, if and when received. If any term, condition, instruction, or provision in this bidding document is inconsistent with BPPRA Rules, 2014 then the subject rules shall prevail.

2. Award of Contract:

Contract shall be awarded to the single firm/company on the basis of “**Least Cost Evaluation Method**”.

3. Bid Security and Performance Guarantee:

The bidder shall submit bid security equal to 2% of bid price in shape of Call Deposit or Bank Guarantee in favour of Secretary Balochistan Provincial Assembly Secretariat. Bid security of technically non-responsive bidder(s) shall be returned within 30 days of declaration their bid as non-responsive, whereas, bid security of responsive bidder shall be retained by this Secretariat till the time the procurement contract has been signed. Moreover, in the circumstances defines in Rule 29 (5) of BPPRA Rules, 2014 bid security shall be forfeited.

4. Recommendation of Procurement Committee & Uploading of Bid Evaluation Report:

Bid evaluation report, explaining the ground for selection of responsive bidder(s) and rejection of non-responsive bidder(s) shall be announced in the presence of bidders and/or their authorized representatives and subsequently will be uploaded on the website of Balochistan Public Procurement Regulator Authority at least 3 working days prior to award of contract as required by Rule 40 of the BPPRA Rules, 2014.

5. Quoting of Rates:

Single rate shall be quoted for each item of uniform/livery after considering the required quality and specification of items defined in **Annexure – C**. Rates quoted for multiple categories/options of same item will not be considered by the Committee.

6. Samples of Items:

At the date of opening of technical bids, the bidders shall produce the samples of Uniform/Livery items enlisted in **Annexure – C** of this bidding documents before the procurement committee for examination and approval of the quality and standard.

7. Specification of Items:

Brand names and model numbers (if any) referred-to in this bidding document are only for reference purpose in the light of Rule 13(1) of BPPRA Rules, 2014. However, all offers in conformity with generic specification of items enlisted in **Annexure – C** shall be evaluated on the basis of their quality and standard.

8. Uniform/Livery Measurements:

It shall be the responsibility of the successful bidder to take body measurements of the staff before tailoring Shalwar Kameez, Paints, Shirts and West-Coat and supplying other readymade items like Warm Coat, Caps,

9. Authorized Representative:

The representatives of the firms, authorized so, shall provide power of attorney as per the **Annexure – H** of this bidding document, on the stamp paper of relevant value.

10. Uniform/Livery Measurements”

Before stitching of uniform (Shalwar, Kameez, Paints, Shirts, Dress Coats, West Coats etc.) and supplying of readymade items (Caps, Shoes, Chapal, Warm Coats etc.) the successful bidders shall take body measurements of the staff. One copy of the body measurements, for each item, shall also be submitted to this secretariat.

11. Delivery Time:

All items shall be delivered within one month of the award of contract.

12. Scope of Procurement:

Quantities of uniform/livery to be procured are mentioned against the items enlisted in **Annexure – C** of this bidding document. Hence, before submitting bids the bidders shall ensure their capacity in terms of managerial, financial, professional and technical competence to efficiently and effectively serve the contract.

13. Bid Validity:

Bid shall be valid for 90 days effective from the date of opening of financial bids.

14. Disqualification:

Following shall result in non-responsive bids and may lead to disqualification of the bidder, if this Secretariat finds at any: -

- a) Time, that the information submitted by the bidder concerning his qualification and professional, technical, financial, legal or managerial competence as contractor/supplier was false and materially inaccurate or incomplete; or
- b) Stage that it has indulged in corrupt and fraudulent practices, as defined in BPPRA Rules, 2014.

15. Blacklisting:

Following shall result in blacklisting of the contractor/supplier: -

- a) Conviction for fraud, corruption, criminal misappropriation, theft, forgery, bribery or any other criminal offence.
- b) Involvement in corrupt and fraudulent practices while obtaining or attempting to obtain a procurement contract.
- c) Final decision by a court or tribunal of competent jurisdiction that the contractor or supplier is guilty of tax evasion.
- d) Willful failure to perform in accordance with the terms and conditions of the contract; and
- e) Failure to remedy underperforming contract, as identified by the Balochistan Provincial Assembly Secretariat, where underperforming is due to the fault of the contractor.

INSTRUCTIONS FOR PREPARING BIDS:

While preparing bids, the bidders shall strictly comply to following instructions: -

- a) Bid shall comprise a **SINGLE PACKAGE** containing **two separate envelopes**. Each envelope shall contain separately the financial proposal and technical proposal.
- b) Envelopes shall be marked as **FINANCIAL PROPOSAL** and **TECHNICAL PROPOSAL** in bold and legible letters to avoid confusion.
- c) Each of the envelopes (Main Package, envelope of Technical Proposal and envelope of Financial Proposal) shall clearly state the name of the bidder.
- d) Technical Proposal shall be prepared on the basis of Terms & Conditions of this bidding document, bidder's eligibility criteria and the technical evaluation criteria as mentioned in **Annexure - A**.
- e) Technical proposal must be supported by all necessary documents as enlisted in **Annexure - A**.
- f) Every page of Technical and Financial bid shall be signed and stamped by the bidder or his authorized representative, as the case may be.
- g) Technical proposal shall be properly indexed, bind and page numbered.
- h) The financial bids should be quoted on the bidder's letter head as per the format of **Annexure - C**.
- i) While preparing financial bid the bidder must consider the notes to the **Annexure - C**.
- j) Proposal shall be covered by covering letter as per the format defined in **Annexure - G** and Bid Application Form as per **Annexure -E**.
- k) Before preparing bids, the bidder can examine the **SAMPLE BIDDING DOCUMENTS** in the room of Secretary Procurement Cell, Balochistan Provincial Assembly Secretariat.

Non-compliance to the above instructions may result in disqualification of the bidder.

BID EVALUATION CRITERIA:

Bids shall be evaluated as per Rule 34 and 35 of BPPRA Rules, 2014 using "**Single Stage Two Envelope Procedure**" as defined in Rule 41(3) of *ibid* rules. Moreover, selection of the successful bidder shall be based on the **Least Cost Evaluation Method** which means the firm with lowest quoted cost or bid shall be selected.

Annexure - A

Criteria for Eligibility and Technical Evaluation of Bidders

#	Eligibility Factor 1	Requirement 2	Document/Proof Required 3
1.	Registration with FBR for income tax.	Mandatory	Attach Copy of NTN Certificate.
2.	Registration with FBR for Sales Tax	Mandatory	Attach copy of Sales Tax Registration Certificate.
3.	Non-Blacklisting	Mandatory	Affidavit on a Stamp Paper of Rs.100 to the effect that the firm is currently not Black Listed anywhere in Pakistan.
4.	Office Set-up in Quetta	Mandatory	<p>In case of owner:</p> <ol style="list-style-type: none"> 1) Proof of ownership of business property attested by Notary Public. 2) Copies of the Electricity bills of last three months of the business. <p>In case of tenant:</p> <ol style="list-style-type: none"> 1) Copy of Rent Agreement attested by Notary Public. 2) Copies of the Electricity bills of last three months of the business.
5.	Experience	<p>Self-experienced Firms: Successfully completed, at-least 03, similar assignments with Government Departments or Public Sector Organizations in previous 5 years.</p>	<p>Attach copies of the following documents in respect of each of the successfully completed assignment:</p> <ol style="list-style-type: none"> 1) Work orders. 2) Successful Work Completion Certificates.
		<p>Experienced through Joint Venture: MoU/Joint Venture or Agreement with experienced firms who, itself or through contractor, has successfully completed, at-least 03, similar assignments with Government Departments or Public Sector Organizations in previous 5 years.</p>	<p>Attach copies of the following documents in respect of each of the successfully completed assignment:</p> <ol style="list-style-type: none"> 1) Copy of the MoU/Joint Venture/Agreement with experienced firm(s) signed by Notary Public. 2) Work orders. 3) Successful Work Completion Certificates.

#	Eligibility Factor 1	Requirement 2	Document/Proof Required 3
6.	Financial Capacity	Average annual turnover of Rs.3 million in last 5 years.	Bank Certificate of the Firm's Bank Account certifying its financial worthiness equal to or above the required turnover.
7.	Sample of Items	Mandatory	Samples of all items are to be provided for examining the required standard/quality of items quoted by the bidders. Tender without sample of items will not be accepted.
8.	Unconditional Agreement with all the terms & conditions Specified in the Bidding Documents & Contract Agreement	Mandatory	Signature & company/firm seal on every page of the bidding document.
9.	Delivery time	Mandatory	Undertaking from the Bidder to deliver the items within one month of the award of contract.

NOTE:

1. Tax exemption claim pertaining particularly to this case, if any, shall be supported by valid **Tax Exemption Certificate** issued by the Federal Board of Revenue or Undertaking on the Stamp Paper of Rs.100 to the effect that tax has already been deducted by FBR at the import stage. Otherwise, taxes shall be deducted as per Government policy/Rules.
2. Bidder must fulfill all of the eligibility criteria mention in Sr. # 1-9 above.

Annexure - B

Format for Assessment of Eligibility and Technical Evaluation of Bidders

#	Eligibility Factor	Document Required	Bidder 1	Bidder 2	Bidder ..
			Yes/No	Yes/No	Yes/No
1.	Registration with FBR for income tax.	Copy of NTN Certificate.			
2.	Registration with FBR for Sales Tax	Copy of Sales Tax Registration Certificate.			
3.	Non-Blacklisting	Affidavit on a Stamp Paper of Rs.100 to the effect that the firm is currently not Black Listed anywhere in Pakistan.			
4.	Office Set-up in Quetta (In case of owner)	1) Proof of ownership of business property attested by Notary Public.			
		2) Copies of the Electricity bills of last three months of the business.			
	Office Set-up in Quetta (In case of tenant)	1) Copy of Rent Agreement attested by Notary Public.			
		2) Copies of the Electricity bills of last three months of the business.			
5.	Self-Experienced Firms	1) Copies of Work Orders			
		2) Copies of Work Completion Certificate.			
	Experienced through Joint Venture	1) Copy of the MoU /Joint Venture /Agreement with experienced firm(s) signed by Notary Public.			
		2) Copies of Work Orders			
		3) Copies of Work Completion Certificate.			
6.	Financial Capacity	Bank Certificate of the Firm's Bank Account certifying its financial worthiness equal to or above the required turn-over.			

#	Eligibility Factor	Document Required	Bidder 1	Bidder 2	Bidder ..
			Yes/No	Yes/No	Yes/No
7.	Sample of Items	Samples of all items.			
8.	Agreement with all the terms & conditions.	Signature & company/firm seal on every page of the Bidding Document.			
9.	Delivery time	Undertaking from the Bidder to deliver the items within one month of the award of contract.			

NOTE:

- A single "No" will result in disqualification of bidder.

Annexure - C

LIST OF UNIFORM/LIVERY ITEMS (DATA SHEET)

#	Item Name	Required Quality	Unit	Qty.	Per Unit rate excluding Sales Tax	17% General Sales Tax Per Unit	Per Unit rate including Sales Tax	Total
1	2	3	4	5	6	7	8	9 (5 X 8)
A – WINTER UNIFORM								
1.	Advocate Gown	Standard Quality	Each	2				
2.	Arm Patti (Navy Blue)	Fine Quality	Each	3				
3.	Balochi Cap (Red Color)	Fine Quality	Each	206				
4.	Barrette Cap (Red Color) with Assembly Monogram Steel	Fine Quality	Each	8				
5.	Barrette Cap with Hat and Assembly Monogram (Navy Blue)	Fine Quality	Each	3				
6.	Belt Leather with Assembly Monogram (Shield)	Fine Quality	Each	32				
7.	Dress Coat (Black Color) for Advocate	Standard Quality	Each	01				
8.	Dress Coat (Red Color)	Fine Quality	Each	8				
9.	Line Yard (Golden)	Fine Quality	Each	3				
10.	Line Yard (Red)	Fine Quality	Each	29				
11.	Name Badge (Steel)	Fine Quality	Each	246				
12.	Paints (Black Color) for Advocate	Standard Quality	Each	2				

LIST OF UNIFORM/LIVERY ITEMS (DATA SHEET)

#	Item Name	Required Quality	Unit	Qty.	Per Unit rate excluding Sales Tax	17% General Sales Tax Per Unit	Per Unit rate including Sales Tax	Total
1	2	3	4	5	6	7	8	9 (5 X 8)
13.	Paints and Shirt (Khaki) [English Suiting]	Fine Quality	Set	6				
14.	P-Cap with Assembly Monogram (Navy Blue)	Fine Quality	Each	29				
15.	Shirt (White Color) for Advocate	Fine Quality	Each	2				
16.	Shoes (Black Leather) with heels	Bata or Equivalent	Pair	1				
17.	Shoes (Black Leather) flat sole	Bata or Equivalent	Pair	243				
18.	Shoes (Brown Leather) with heels	Bata or Equivalent	Pair	3				
19.	Shoulder Badge Steel (Security)	Fine Quality	Pair	32				
20.	Shoulder Title with Ranks	Fine Quality	Pair	3				
21.	Shoulder Title	Fine Quality	Pair	29				
22.	Socks Cotton (Black)	Fine Quality	Pair	488				
23.	Socks Cotton (Brown)	Fine Quality	Pair	6				
24.	Stitched Shalwar Kameez (Black Militia)	Fine Quality	Set	58				
25.	Stitched Shalwar Kameez (Light Grey)	Grace or Equivalent	Set	300				
26.	Stitched Shalwar Kameez (White)	Grace or Equivalent	Set	128				

LIST OF UNIFORM/LIVERY ITEMS (DATA SHEET)

#	Item Name	Required Quality	Unit	Qty.	Per Unit rate excluding Sales Tax	17% General Sales Tax Per Unit	Per Unit rate including Sales Tax	Total
1	2	3	4	5	6	7	8	9 (5 X 8)
27.	Sweater (Army Green)	Fine Quality	Each	29				
28.	Tie (Black Color) for Advocate	Fine Quality	Each	2				
29.	Tie (Navy Blue)	Fine Quality	Each	6				
30.	Warm Coat (Navy Blue)	Fine Quality	Each	3				
31.	Warm Coat (Army Green)	Fine Quality	Each	29				
32.	Warm Coat (Khaki Color)	Fine Quality	Each	206				
33.	Whistle Steel	Fine Quality	Each	32				
Total								
B - SUMMER UNIFORM								
1.	Arm Patti (Navy Blue)	Fine Quality	Each	3				
2.	Balochi Cap (Red Color)	Fine Quality	Each	206				
3.	Balochi Chappal (Black) Tire Sole	Fine Quality	Pair	243				
4.	Barrette Cap (Red Color) with Assembly Monogram Steel	Fine Quality	Each	8				
5.	Barrette Cap with Hat and Assembly Monogram (Navy Blue)	Fine Quality	Each	3				

LIST OF UNIFORM/LIVERY ITEMS (DATA SHEET)

#	Item Name	Required Quality	Unit	Qty.	Per Unit rate excluding Sales Tax	17% General Sales Tax Per Unit	Per Unit rate including Sales Tax	Total
1	2	3	4	5	6	7	8	9 (5 X 8)
6.	Belt Leather with Assembly Monogram (Shield)	Fine Quality	Each	32				
7.	Dress Coat (Khaki Zeen)	Fine Quality	Each	3				
8.	Line Yard (Golden)	Fine Quality	Each	3				
9.	Line Yard (Red)	Fine Quality	Each	29				
10.	Name Badge (Steel)	Fine Quality	Each	246				
11.	Paints and Shirt (Khaki) [English Suiting]	Fine Quality	Set	6				
12.	P-Cap with Assembly Monogram (Navy Blue)	Fine Quality	Each	29				
13.	Shoes (Brown Leather) with heels	Bata or Equivalent	Pari	3				
14.	Shoulder Badge Steel (Security)	Fine Quality	Pair	32				
15.	Shoulder Title with Ranks	Fine Quality	Pair	3				
16.	Shoulder Title	Fine Quality	Pair	29				
17.	Socks Cotton (Brown)	Fine Quality	Pair	6				
18.	Stitched Shalwar Kameez (Black Militia)	Fine Quality	Set	58				
19.	Stitched Shalwar Kameez (Light Grey)	Grace or Equivalent	Set	300				

LIST OF UNIFORM/LIVERY ITEMS (DATA SHEET)

#	Item Name	Required Quality	Unit	Qty.	Per Unit rate excluding Sales Tax	17% General Sales Tax Per Unit	Per Unit rate including Sales Tax	Total
1	2	3	4	5	6	7	8	9 (5 X 8)
20.	Stitched Shalwar Kameez (White)	Grace or Equivalent	Set	128				
21.	Tie (Navy Blue)	Fine Quality	Each	6				
22.	West Coat (Black Color)	Grace or Equivalent	Each	56				
23.	West Coat (Blue Color)	Grace or Equivalent	Each	150				
24.	West Coat (Navy Blue Color)	Grace or Equivalent	Each	29				
25.	West Coat (Red Color)	Grace or Equivalent	Each	8				
26.	Whistle Steel	Fine Quality	Each	32				
Total								
Sub-Total								

Notes to Annexure – C:

- a) Price must be quoted inclusive of all applicable taxes & duties imposed by the Government.
- b) Rates shall be quoted in PKR.
- c) Rates must be quoted on TCA (Total Cost of Acquisition) basis at the risk & cost of the bidder, that includes:
 - i. All duties, taxes and other Government's payables.
 - ii. Costs of stitching, packing, loading, unloading, transportation and labor charges incurred up-to the General Store of Balochistan Provincial Assembly Secretariat.
(Note: The successful bidder(s) will not be allowed to separately claim these costs).
- d) Tax exemption claim pertaining particularly to this case, if any, shall be supported by valid **Tax Exemption Certificate** issued by the Federal Board of Revenue. Otherwise, taxes shall be deducted as per Government policy/Rules.
- e) Quoted rates shall be firmed and final in all respect.
- f) Single rate shall be quoted for each item, after considering the required quality, standard and specification of items defined in **Annexure – C**. Rates quoted for multiple categories/options of same item will not be considered by the Committee.

Date: _____

Signature of Authorized Person _____

Name _____

(Firm / Company Seal)

In Capacity of
Duly Authorized by

Comparative Statement of Financial Proposal

Annexure - D

LIST OF UNIFORM/LIVERY ITEMS								
#	Item Name	Required Quality	Unit	Qty.	Total Rs. (Column 9 of Annexure - C)			
					Bidder 1	Bidder 2	Bidder 3
1	2	3	5	6	7	8	9	10 (6 X 9)
A – WINTER UNIFORM								
1.	Advocate Gown	Standard Quality	Each	2				
2.	Arm Patti (Navy Blue)	Fine Quality	Each	3				
3.	Balochi Cap (Red Color)	Fine Quality	Each	206				
4.	Barrette Cap (Red Color) with Assembly Monogram Steel	Fine Quality	Each	8				
5.	Barrette Cap with Hat and Assembly Monogram (Navy Blue)	Fine Quality	Each	3				
6.	Belt Leather with Assembly Monogram (Shield)	Fine Quality	Each	32				
7.	Dress Coat (Black Color) for Advocate	Standard Quality	Each	01				
8.	Dress Coat (Red Color)	Fine Quality	Each	8				
9.	Line Yard (Golden)	Fine Quality	Each	3				
10.	Line Yard (Red)	Fine Quality	Each	29				
11.	Name Badge (Steel)	Fine Quality	Each	246				
12.	Paints (Black Color) for Advocate	Standard Quality	Each	2				
13.	Paints and Shirt (Khaki) [English Suiting]	Fine Quality	Set	6				

LIST OF UNIFORM/LIVERY ITEMS

#	Item Name	Required Quality	Unit	Qty.	Total Rs. (Column 9 of Annexure – C)			
					Bidder 1	Bidder 2	Bidder 3
1	2	3	5	6	7	8	9	10 (6 X 9)
14.	P-Cap with Assembly Monogram (Navy Blue)	Fine Quality	Each	29				
15.	Shirt (White Color) for Advocate	Fine Quality	Each	2				
16.	Shoes (Black Leather) with heels	Bata or Equivalent	Pair	1				
17.	Shoes (Black Leather) flat sole	Bata or Equivalent	Pair	243				
18.	Shoes (Brown Leather) with heels	Bata or Equivalent	Pair	3				
19.	Shoulder Badge Steel (Security)	Fine Quality	Pair	32				
20.	Shoulder Title with Ranks	Fine Quality	Pair	3				
21.	Shoulder Title	Fine Quality	Pair	29				
22.	Socks Cotton (Black)	Fine Quality	Pair	488				
23.	Socks Cotton (Brown)	Fine Quality	Pair	6				
24.	Stitched Shalwar Kameez (Black Militia)	Fine Quality	Set	58				
25.	Stitched Shalwar Kameez (Light Grey)	Grace or Equivalent	Set	300				
26.	Stitched Shalwar Kameez (White)	Grace or Equivalent	Set	128				
27.	Sweater (Army Green)	Fine Quality	Each	29				
28.	Tie (Black Color) for Advocate	Fine Quality	Each	2				

LIST OF UNIFORM/LIVERY ITEMS

#	Item Name	Required Quality	Unit	Qty.	Total Rs. (Column 9 of Annexure - C)			
					Bidder 1	Bidder 2	Bidder 3
1	2	3	5	6	7	8	9	10 (6 X 9)
29.	Tie (Navy Blue)	Fine Quality	Each	6				
30.	Warm Coat (Navy Blue)	Fine Quality	Each	3				
31.	Warm Coat (Army Green)	Fine Quality	Each	29				
32.	Warm Coat (Khaki Color)	Fine Quality	Each	206				
33.	Whistle Steel	Fine Quality	Each	32				
Total								
B - SUMMER UNIFORM								
1.	Arm Patti (Navy Blue)	Fine Quality	Each	3				
2.	Balochi Cap (Red Color)	Fine Quality	Each	206				
3.	Balochi Chappal (Black) Tire Sole	Fine Quality	Pair	243				
4.	Barrette Cap (Red Color) with Assembly Monogram Steel	Fine Quality	Each	8				
5.	Barrette Cap with Hat and Assembly Monogram (Navy Blue)	Fine Quality	Each	3				
6.	Belt Leather with Assembly Monogram (Shield)	Fine Quality	Each	32				
7.	Dress Coat (Khaki Zeen)	Fine Quality	Each	3				
8.	Line Yard (Golden)	Fine Quality	Each	3				

LIST OF UNIFORM/LIVERY ITEMS

#	Item Name	Required Quality	Unit	Qty.	Total Rs. (Column 9 of Annexure – C)			
					Bidder 1	Bidder 2	Bidder 3
1	2	3	5	6	7	8	9	10 (6 X 9)
9.	Line Yard (Red)	Fine Quality	Each	29				
10.	Name Badge (Steel)	Fine Quality	Each	246				
11.	Paints and Shirt (Khaki) [English Suiting]	Fine Quality	Set	6				
12.	P-Cap with Assembly Monogram (Navy Blue)	Fine Quality	Each	29				
13.	Shoes (Brown Leather) with heels	Bata or Equivalent	Pair	3				
14.	Shoulder Badge Steel (Security)	Fine Quality	Pair	32				
15.	Shoulder Title with Ranks	Fine Quality	Pair	3				
16.	Shoulder Title	Fine Quality	Pair	29				
17.	Socks Cotton (Brown)	Fine Quality	Pair	6				
18.	Stitched Shalwar Kameez (Black Militia)	Fine Quality	Set	58				
19.	Stitched Shalwar Kameez (Light Grey)	Grace or Equivalent	Set	300				
20.	Stitched Shalwar Kameez (White)	Grace or Equivalent	Set	128				
21.	Tie (Navy Blue)	Fine Quality	Each	6				
22.	West Coat (Black Color)	Grace or Equivalent	Each	56				
23.	West Coat (Blue Color)	Grace or Equivalent	Each	150				

LIST OF UNIFORM/LIVERY ITEMS

#	Item Name	Required Quality	Unit	Qty.	Total Rs. (Column 9 of Annexure - C)			
					Bidder 1	Bidder 2	Bidder 3
1	2	3	5	6	7	8	9	10 (6 X 9)
24.	West Coat (Navy Blue Color)	Grace or Equivalent	Each	29				
25.	West Coat (Red Color)	Grace or Equivalent	Each	8				
26.	Whistle Steel	Fine Quality	Each	32				
Total								
Sub-Total								

BID APPLICATION FORM
(BIDDER PARTICULARS)

Name of Firm: _____

Name of Owner: _____

Address: _____

CNIC Number: _____

Cell Number: _____

Telephone Number: _____

National Tax Number: _____

Sales Tax Reg. Number: _____

Bank Account Number: _____

Bank Branch: _____

(AUTHORIZED REPRESENTATIVE PARTICULARS, IF ANY)

Name: _____

CNIC Number: _____ Cell Number: _____

(DETAIL OF PAYMENTS)

Security Deposit (Call Deposit/Bank Guarantee):

In favor of: _____

Amount Rs. _____ Date: _____ Number: _____

Issuing Bank Name: _____

Bidding Document fee (Green Challan):

In favor of: _____

Amount Rs. _____ Date: _____ Number: _____

Signature: _____ **Date:** _____ **Seal of the Firm:** _____

Annexure - F

(DECLARATION)

It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the terms & conditions of tender and are liable to any punitive action for furnishing false information / documents.

Signature: _____ **Date:** _____ **Seal of the Firm:** _____

Annexure - G

Format for Covering Letter

To,

**Secretary Balochistan Provincial Assembly Secretariat,
Zarghoon Road, Quetta.**

Sub: BID FOR SUPPLY OF UNIFORM/LIVERY.

Dear Sir,

- a) Having examined the tender document and Annexures we, the undersigned, in conformity with the said document, offer to provide the subject items on terms & conditions of the bidding document for the sum indicated as per Price Schedule.
- b) We undertake, if our proposal is accepted, to provide the items comprise in the contract within time frame specified, starting from the date of receipt of notification of award/signing of contract with the Balochistan Provincial Assembly Secretariat.
- c) We agree to execute a contract in the form to be communicated by the Balochistan Provincial Assembly Secretariat, incorporating all agreements with such alterations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.
- d) We understand that you are not bound to accept a lowest or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in bidding.
- e) Our bid is valid for ninety (90) days.

Authorized Signatures with Official Seal

Format of Power-of-Attorney

POWER OF ATTORNEY

(On Stamp Paper of relevant value)

Know all men/persons by these presents, we (name of the company and address of the registered office) do hereby appoint and authorize Mr. (full name and residential address) who is presently employed with us and holding the position of as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our proposal for (name of the project) in response to the tenders invited by the Balochistan Provincial Assembly Secretariat including signing and submission of all documents and providing information/responses to Balochistan Provincial Assembly Secretariat in all matters in connection with our Bid. We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this _____ day of _____ 20_____

For _____

(Signature)

(Name, Designation and Address)

Accepted

(Signature)

(Name, Title and Address of the Attorney)

Date:

Category Wise Detail of Uniform/Livery

Category	Season	Uniform/Livery Items	Qty. Allowed Per Season	Number of Employees	Total Qty.
Security Officer and Assistant Security Officers	Winter	Paints and Shirt (Khaki) [English Suiting]	2	3	6
		Tie (Navy Blue)	2		6
		Shoes (Brown Leather) with heels Bata or Equivalent	1		3
		Barrette Cap with Hat and Assembly Monogram (Navy Blue)	1		3
		Line Yard (Golden)	1		3
		Whistle Steel	1		3
		Belt Leather with Assembly Monogram (Shield)	1		3
		Warm Coat (Navy Blue)	1		3
		Socks Cotton (Brown)	2		6
		Shoulder Title with Ranks	1		3
		Arm Patti (Navy Blue)	1		3
		Shoulder Badge Steel (Security)	1		3
	Name Badge (Steel)	1	3		
	Summer	Paints and Shirt (Khaki) [English Suiting]	2	3	6
		Tie (Navy Blue)	2		6
		Shoes (Brown Leather) with heels Bata or Equivalent	1		3
		Barrette Cap with Hat and Assembly Monogram (Navy Blue)	1		3
		Line Yard (Golden)	1		3
		Whistle Steel	1		3
		Belt Leather with Assembly Monogram (Shield)	1		3
		Shoulder Title with Ranks	1		3
		Arm Patti (Navy Blue)	1		3
		Dress Coat (Khaki Zeen)	1		3
		Shoulder Badge Steel (Security)	1		3
Name Badge (Steel)		1	3		
Socks Cotton (Brown)	2	6			

Category	Season	Uniform/Livery Items	Qty. Allowed Per Season	Number of Employees	Total Qty.
Security Guards	Winter	Stitched Shalwar Kameez (Black Militia)	2	29	58
		Shoes (Black Leather) Flat Sole Bata or Equivalent	1		29
		P-Cap with Assembly Monogram (Navy Blue)	1		29
		Line Yard (Red)	1		29
		Whistle Steel	1		29
		Belt Leather with Assembly Monogram (Shield)	1		29
		Sweater (Army Green)	1		29
		Warm Coat (Army Green)	1		29
		Socks Cotton (Black)	2		58
		Shoulder Title	1		29
		Shoulder Badge Steel (Security)	1		29
		Name Badge (Steel)	1		29
	Summer	Stitched Shalwar Kameez (Black Militia)	2	29	58
		Balochi Chappal (Black) Tire Sole	1		29
		P-Cap with Assembly Monogram (Navy Blue)	1		29
		Line Yard (Red)	1		29
		Whistle Steel	1		29
		Belt Leather with Assembly Monogram (Shield)	1		29
		West Coat (Navy Blue Color) [Grace or Equivalent]	1		29
		Shoulder Title	1		29
		Shoulder Badge Steel (Security)	1		29
		Name Badge (Steel)	1		29

Category	Season	Uniform/Livery Items	Qty. Allowed Per Season	Number of Employees	Total Qty.
Light Grey Uniform	Winter	Stitched Shalwar Kameez (Light Grey) [Grace or Equivalent]	2	150	300
		Shoes (Black Leather) Flat Sole Bata or Equivalent	1		150
		Balochi Cap (Red Color)	1		150
		Warm Coat (Khaki Color)	1		150
		Socks Cotton (Black)	2		300
		Name Badge (Steel)	1		150
	Summer	Stitched Shalwar Kameez (Light Grey) [Grace or Equivalent]	2	150	300
		Balochi Chappal (Black) Tire Sole	1		150
		Balochi Cap (Red Color)	1		150
		West Coat (Blue Color) [Grace or Equivalent]	1		150
		Name Badge (Steel)	1		150

Category	Season	Uniform/Livery Items	Qty. Allowed Per Season	Number of Employees	Total Qty.
White Uniform	Winter	Stitched Shalwar Kameez (White) [Grace or Equivalent]	2	56	112
		Shoes (Black Leather) Flat Sole Bata or Equivalent	1		56
		Balochi Cap (Red Color)	1		56
		Warm Coat (Khaki Color)	1		56
		Socks Cotton (Black)	2		112
		Name Badge (Steel)	1		56
	Summer	Stitched Shalwar Kameez (White) [Grace or Equivalent]	2	56	112
		Balochi Chappal (Black) Tire Sole	1		56
		Balochi Cap (Red Color)	1		56
		West Coat (Black Color) [Grace or Equivalent]	1		56
		Name Badge (Steel)	1		56

Category	Season	Uniform/Livery Items	Qty. Allowed Per Season	Number of Employees	Total Qty.
Doorkeepers	Winter	Stitched Shalwar Kameez (White) [Grace or Equivalent]	2	8	16
		Shoes (Black Leather) Flat Sole Bata or Equivalent	1		8
		Barrette Cap (Red Color) with Assembly Monogram Steel	1		8
		Dress Coat (Red Color)	1		8
		Socks Cotton (Black)	2		16
		Name Badge (Steel)	1		8
	Summer	Stitched Shalwar Kameez (White) [Grace or Equivalent]	2	8	16
		Balochi Chappal (Black) Tire Sole	1		8
		Barrette Cap (Red Color) with Assembly Monogram Steel	1		8
		West Coat (Red Color) [Grace or Equivalent]	1		8
Name Badge (Steel)		1	8		

Category	Season	Uniform/Livery Items	Qty. Allowed Per Season	Number of Employees	Total Qty.
Law Officer	Winter & Summer	Paints (Black Color) for Advocate	2	1	2
		Shirt (White Color) for Advocate	2		2
		Dress Coat (Black Color) for Advocate	1		1
		Tie (Black Color) for Advocate	2		2
		Shoes (Black Leather) with heels Bata or Equivalent	1		1
		Advocate Gown (Black)	2		2
		Socks Cotton (Black)	2		2