

**PUNJAB INDUSTRIAL ESTATES
DEVELOPMENT AND MANAGEMENT COMPANY**



REQUEST FOR QUOTATION

FOR

**PROCUREMENT OF UNIFORMS FOR SECURITY
GUARDS, DRIVERS, OFFICE BOYS, ELECTRICAL
STAFF AND JANITORIAL STAFF**

Head Office:

**Punjab Industrial Estates Development and Management Company (PIEDMC),
Commercial Area North, Sundar Industrial Estate, Sundar - Raiwind Road,
Lahore - Pakistan**

Tel: 042-35297203-6 Fax : 042-35297207

FEBRUARY, 2023

REQUEST FOR QUOTATION

Subject: **PROCUREMENT OF UNIFORMS FOR, SECURITY GUARDS, DRIVERS, OFFICE BOYS, ELECTRICAL STAFF AND JANITORIAL STAFF**

INVITATION FOR BID

1. Punjab Industrial Estates Development and Management Company (PIEDMC) is incorporated as a not for profit organization under Section 42 of Companies Ordinance, 1984 (Now Companies Act 2017) by Govt. of Punjab. PIEDMC is mandated to achieve orderly, planned and rapid industrialization in the province of the Punjab by developing a chain of new industrial estates and upgradation of existing ones. PIEDMC invites sealed bids from manufacturers / suppliers, duly registered with FBR for Income Tax & Sales Tax and having their names on the active tax payers list, to supply uniforms articles for security guards, electrical staff, driver, office boys, janitorial staff as per approved design / sample.

Submission of Bids

2. Sealed financial bid must be received on or before **3rd March, 2023**, by 1500 hours and bids will be opened on same day at 1530 Hrs. publicity at PIEDMC Head Office either by post or by hand. Work will be awarded on least cost basis after the evaluation of all bids.
3. Bids forwarded through fax, telex or email shall not be considered.
4. Bids received after due date / time shall not be considered and will be returned unopened.
5. One person or company may submit one bid and if one person submits more than one bid, the PIEDMC shall reject all such bids
6. If a consortium of persons has submitted its bid, it shall be construed that each member of the consortium has submitted the bid

Scope for Procurement of Uniform Articles

7. Details, category-wise, of required articles are appended below: -

S. No	Description	Items	Qty.	Remarks	Unit Price	Total Price
(i)	Security Guards	Uniforms (Navy Blue)	22	Shirts & Trousers (Tropical)		
		Caps (Navy Blue)	22			
		Shoulder Badge	44			
		Sparrow wings	11			
		Rain coat (Navy Blue)	05			
		Pullover (Navy Blue Jacket)	11			
		Badges & Ribbons	11			
		Name Plates	05			
		Umbrellas (Large size)	05			
		Shoes (Black)	11	Article # 821-6099 (Bata)		
(ii)	Drivers	Uniforms (Sky Blue shirt with Navy blue pant)	64	Shirt = KT-11,000 Trousers = Tropical		
		Pullover (Navy Blue)	06			
		Shoes (Black)	32	Article # 821-6099 (Bata)		
(iii)	Office Boys	Uniform (Sky Blue shirt with Navy blue pant)	44	Shirt = KT-11,000 Trousers = Tropical		
		Pullover (Navy Blue)	02			
		Shoes (Black)	22	Article # 821-6099 (Bata)		
(iv)	Sweepers	Uniform (Grey safari suit)	32	Drill (Fabric) Jeans		
		Pullover (Grey)	01			
		Shoes (Black)	16	Article # 821-6099 (Bata)		
(V)	Electrician Helper	Uniform (Grey safari suit)	08			
		Pullover (Black)	04			
		T-Shirt (Round Neck)	08			
		Round Cap	08			
		G. Total				

8. Approved samples / designs can be viewed / inspected by interested venders / supplier by visiting Admin & HR Department of PIEDMC Head Office. Piece of cloths to be used for making shirts & trousers must attach with the quotations.

Terms and Conditions / Eligibility Criteria

9. All procurement will be carried out as per PPRA Rules 2014 (amended up to date). Single stage one envelope procedure will be followed.
10. All bids must be valid for not less than 90 days. The quoted prices should be inclusive of all applicable taxes.
11. Delivery time for successful bidder is 30 days. Payment will be made through crossed cheque and after completion of delivery within 15 days.
12. The bids must be accompanied with Rs. 36,000 /- (Rupees Thirty-six thousand two hundred only), which is 4.5% of the estimated cost, as Bid Security in the form of CDR/Pay Order/ Demand Draft from a scheduled Bank in Pakistan in favor of PIEDMC, which will be released on satisfactory supply of the uniforms.
13. Bid security of unsuccessful bidders shall be returned on finalization of the tender whereas the bid security of successful bidder shall be refunded on receipt of complete delivery of demanded articles as per purchase order.
14. The bid security shall be forfeited if the successful bidder fails to execute the contract / supply the goods strictly in accordance with terms and conditions of tender document.
15. Firms / companies participating for bids should be in business for not less than 3 years.
16. Quality of cloth to be used for manufacturing of uniforms must be as per sample cloth. Sample be obtained from the PIEDMC's Admin Department.
17. PIEDMC reserve the right to reject the supply if not provided as per the sample (quality, colour & design) and inappropriate stitching.
18. Participating Firms should be active tax payers
19. Participating Firms should be sales tax registered
20. Participating firms should be registered with income tax department
21. Must attach Non-Black listing Certificate on Stamp Paper of Rs.100/-.

22. Any bidder not meeting the above given criteria shall be considered as non-responsive bidder and his quote/offer shall be rejected.
23. Work order will be issued to the lowest evaluated responsive bidder.
24. Send all correspondence to:

Chief Engineer (Planning & Contracts)

Punjab Industrial Estates, Commercial Area North, Sundar Industrial Estate, Sundar - Raiwind Road, Lahore - Pakistan – Phone (042-35297203-6)