



Government of Khyber Pakhtunkhwa

**WATER SANITATION SERVICES COMPANY KOHAT**

## **Standard Bidding Documents**

### **Technical Proposal**

For National Competitive Bidding Pakistan

For Fabrication of Truck mounted Road washer 10,000 Liter.

S# \_\_\_\_\_ bidding documents issue to M/S \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Stamp:** \_\_\_\_\_

**Chief Executive Officer**  
**WATER SANITATION SERVICES COMPANY**  
**KOHAT**

Preface

These Bidding Documents have been prepared for use by Procuring agencies and their implementing agencies in the procurement of goods through National Competitive Bidding (NCBs) as well International Competitive Bidding (ICBs) vide 41(g) KPP Rules 2014.

In order to simplify the preparation of bidding documents for each procurement, the Bidding Documents are grouped in two parts based on provisions which would remain the same for every procurement and that which are specific for each procurement. Provisions which are intended to be used unchanged are in Part one, which includes Section I, Instructions to Bidders, and Section II, General Conditions of Contract. Data and provisions specific to each procurement and contract are included in Part Two which is further organized into six sections. Sections I, II, III, IV, and V, respectively contain Invitation for Bids; Bid Data Sheet; Special Conditions of Contract; Schedule of Requirements; Technical Specifications; and the forms to be used, while Section VI is about Sample Forms.

This is Part one which is fixed and contains provisions which are to be used unchanged. Each section is prepared with notes intended only as information for the WSSC Kohat (WSSCK) or the person drafting the bidding documents. They shall not be included in the final documents.

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Part One - Section I.

Instructions to Bidders

## **Notes on the Instructions to Bidders**

This section of the bidding documents provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the WSSC Kohat (WSSCK). It also provides information on bid submission, opening, and evaluation, and on the award of contract.

Part One Section I contains provisions that are to be used unchanged. Part Two Section II (Bid Data Sheet) consists of provisions that supplement, amend, or specify in detail information or requirements included in Part One Section I and which are specific to each procurement.

Matters governing the performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are not normally included in this section, but rather under Part one Section II, General Conditions of Contract, and/or Part Two Section III, Special Conditions of Contract. If duplication of a subject is inevitable in the other sections of the document prepared by the WSSC Kohat (WSSCK), care must be exercised to avoid contradictions between clauses dealing with the same matter.

These Instructions to Bidders will not be part of the contract.

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## **Instructions to Bidders**

### **A. Introduction**

#### **1. Source of Funds**

1.1 The WSSC Kohat (WSSCK) has received funds for Fabrication of Truck mounted Road washer 10,000 Liter of from the source(s) indicated in the bidding data in Pak Rupees currencies towards the cost of the project /schemes specified in the bidding data and it is intended that part of the proceeds of this grant/funds/ will be applied to eligible payments under the contract for which these bidding documents are issued.

1.2 The funds referred to above in addition shall be “Public Fund” which according to 2 (I) of KPPRA Rules 2014 means (i) Provincial Consolidated Fund; (ii) foreign assistance; (iii) all moneys standing in the Public Account; and (iv) Funds of enterprises wholly or partly owned or managed or controlled by Government.

#### **1.3 Scope of work**

WSSC Kohat, (hereinafter called “the Employer”) wishes to receive bids for the following scope of work:

“Purchase of Fabrication of Truck mounted Road washer 10,000 Liter for Solid Waste Management in the jurisdiction of WSSCK as per details in schedule of supplies”

- 1- Chassis shall be purchased as per KPPRA Rules 10C-Vii/notification of kppra for chassis and mini competition according kppra rules/act shall be done.
- 2- Fabrication shall be advertised through tender and shall purchase for available chassis as per kppra rule

Note

Bidders must quote for the complete scope of work. Any bid covering partial scope of work will be rejected as non-responsive, pursuant to Clause IB.24.

#### **2. Eligible Bidders**

2.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the KPPRA Rules, 2014 and its Bidding Documents except as provided hereinafter.

- 2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the WSSC Kohat (WSSCK) to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.
- 2.3 Government-owned enterprises in the Province of Khyber Pakhtunkhwa may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Khyber Pakhtunkhwa.
- 2.4 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.

**3. Eligible Goods and Services**

- 3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries of the world with whom the Islamic Republic of Pakistan has commercial relations and its Bidding Documents and all expenditures made under the contract will be limited to such goods and services.
- 3.2 For purposes of this clause, “origin” means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 3.3 The origin of goods and services is distinct from the nationality of the Bidder.

**4. Cost of Bidding**

- 4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the WSSC Kohat (WSSCK) named in the Bid Data Sheet, hereinafter referred to as “the WSSC Kohat (WSSCK),” will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.



## **B. The Bidding Documents**

### **5. Content of Bidding Documents**

- 5.1 The bidding documents include:
- a) Instructions to Bidders (ITB)
  - b) Bid Data Sheet
  - c) General Conditions of Contract (GCC)
  - d) Special Conditions of Contract (SCC)
  - e) Schedule of Requirements
  - f) Technical Specifications
  - g) Bid Form and Price Schedules
  - h) Bid Security Form
  - i) Contract Form
  - j) Manufacturer's Authorization Form
- 5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

### **6. Clarification of Bidding Documents**

- 6.1 A interested Bidder requiring any clarification of the bidding documents may notify the WSSC Kohat (WSSCK) in writing. The Bidding WSSC Kohat (WSSCK) will respond in writing to any request for Documents clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the WSSC Kohat (WSSCK)'s response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.

### **7. Amendment of Bidding Documents**

- 7.1 At any time prior to the deadline for submission of bids, the WSSC Kohat (WSSCK), for any reason, whether at its own initiative or in response to a clarification requested by a interested Bidder, may modify the bidding documents by amendment.
- 7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.
- 7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the WSSC Kohat (WSSCK), at its discretion, may extend the deadline for the submission of bids.

## **C. Preparation of Bids**

### **8. Language of Bid**

- 8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the WSSC Kohat (WSSCK) shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied

by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern.

- 9. Documents Comprising the Bid**
- 9.1 The bid prepared by the Bidder shall comprise the following components:
- a) a Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12
  - b) documentary evidence established in accordance with ITB Clause 13 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted;
  - c) documentary evidence established in accordance with ITB Clause 14 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the bidding documents; and
  - d) bid security furnished in accordance with ITB Clause 15.
- 10. Bid Form**
- 10.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.
- 11. Bid Prices**
- 11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.
- 11.2 Prices indicated on the Price Schedule shall be delivered duty paid (DDP) prices. The price of other (incidental) services, if any, listed in the Bid Data Sheet will be entered separately.
- 11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the WSSC Kohat (WSSCK) and will not in any way limit the WSSC Kohat (WSSCK)'s right to contract on any of the terms offered.
- 11.4 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24. If, however, in accordance with the Bid Data Sheet, prices quoted by the Bidder shall be subject to adjustment during the performance of the contract, a bid submitted with a fixed price quotation will not be rejected, but the price adjustment would be treated as zero.
- 12. Bid Currencies**
- 12.1 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
- 13. Documents Establishing Bidder's**
- 13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

**Eligibility and Qualification**

- 13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the WSSC Kohat (WSSCK)'s satisfaction that the Bidder, at the time of submission of its bid, is from an eligible country as defined under ITB Clause 3.
- 13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the WSSC Kohat (WSSCK)'s satisfaction:
  - a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods in the WSSC Kohat (WSSCK)'s country;
  - b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;
  - c) that, in the case of a Bidder not doing business within the WSSC Kohat (WSSCK)'s country, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
  - d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.

**14. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents**

- 14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.
- 14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.
- 14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:
  - a) a detailed description of the essential technical and performance characteristics of the goods;
  - b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the WSSC Kohat (WSSCK); and
  - c) an item-by-item commentary on the WSSC Kohat (WSSCK)'s

Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.4 For purposes of the commentary to be furnished pursuant to ITB Clause 14.3(c) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the WSSC Kohat (WSSCK)'s satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

## **15. Bid Security**

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet. [The bid security shall be submitted from the account of the firm/bidder/contractor who submits the bid]<sup>1</sup>

15.2 The bid security is required to protect the WSSC Kohat (WSSCK) against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.

15.3 The bid security shall be in Pak. Rupees and shall be in one of the following forms:

a) a bank CDR by a reputable bank located in the WSSC Kohat (WSSCK)'s country, in the form provided in the bidding documents or another form acceptable to the WSSC Kohat (WSSCK) and valid for thirty (30) days beyond the validity of the bid; or

b) Irrevocable and cashable on demands Bank call-deposit.

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the WSSC Kohat (WSSCK) as non-responsive, pursuant to ITB Clause 24.

15.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the WSSC Kohat (WSSCK) pursuant to ITB Clause 16.

15.6 The successful Bidder's bid security will be discharged after three months of the completion of Project.

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<sup>1</sup>Inserted by KPPRA Notification No. KPPRA/M&E/Estt:/1-12/2017-18 dated April 05, 2018.

**16. Period of  
Validity of  
Bids**

- 15.7 The bid security may be forfeited:
- a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
  - b) in the case of a successful Bidder, if the Bidder fails:
    - i. to sign the contract in accordance with ITB Clause 32;
- 16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the WSSC Kohat (WSSCK), pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the WSSC Kohat (WSSCK) as non-responsive.
- 16.2 In exceptional circumstances, the WSSC Kohat (WSSCK) may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

**17. Format and  
Signing of Bid**

- 17.1 The Bidder shall prepare an original of the bid indicated in the Bid Data Sheet, clearly marking each "TECHNICAL AND FINANCIAL ORIGINAL BID" as appropriate. In the event of any discrepancy between them, the original shall govern.
- 17.2 The original bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 17.3 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- 17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

**D. Submission of Bids**

**18. Sealing and  
Marking of  
Bids**

- 18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.
- 18.2 The inner and outer envelopes shall:
- a. be addressed to the WSSC Kohat (WSSCK) at the address given in the Bid Data Sheet; and
  - b. bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.

18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared “late”.

18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the WSSC Kohat (WSSCK) will assume no responsibility for the bid’s misplacement or premature opening.

**19. Deadline for Submission of Bids**

19.1 Bids must be received by the WSSC Kohat (WSSCK) at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.

9.2 The WSSC Kohat (WSSCK) may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and obligations of the WSSC Kohat (WSSCK) and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

**20. Late Bids**

20.1 Any bid received by the WSSC Kohat (WSSCK) after the deadline for submission of bids prescribed by the WSSC Kohat (WSSCK) pursuant to ITB Clause 19 will be rejected and returned unopened to the Bidder.

**21. Modification And Withdrawal of Bids**

21.1 The Bidder may modify or withdraw its bid after the bid’s submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the WSSC Kohat (WSSCK) prior to the deadline prescribed for submission of bids.

21.2 The Bidder’s modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked not later than the deadline for submission of bids.

21.3 No bid may be modified after the deadline for submission of bids.

21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder’s forfeiture of its bid security, pursuant to the ITB Clause 15.7.

**E. Opening and Evaluation of Bids**

**22. Opening of Bids by the Procuring agency**

22.1 The WSSC Kohat (WSSCK) will open all bids in the presence of bidders’ representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders’ representatives who are present shall sign a register evidencing their attendance.

22.2 The bidders’ names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the WSSC Kohat (WSSCK), at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned

unopened to the Bidder pursuant to ITB Clause 20.

22.3 Bids (and modifications sent pursuant to ITB Clause 21.2) that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.

22.4 The WSSC Kohat (WSSCK) will prepare minutes of the bid opening.

### **23. Clarification of Bids**

23.1 During evaluation of the bids, the WSSC Kohat (WSSCK) may, at its discretion, ask the Bidder for a clarification of its bid. The Bids request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

### **24. Preliminary Examination**

24.1 The WSSC Kohat (WSSCK) will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

(a) the Purchaser will examine the Bids to determine whether;

#### **TECHNICAL BID**

- (i) the Bid is complete and does not deviate from the scope,
- (ii) any computational errors have been made,
- (iii) required sureties have been furnished,
- (iv) the documents have been properly signed,
- (v) the Bid is valid till required period,
- (vi) completion period offered is within specified limits,
- (vii) the Bidder/Manufacturer is eligible to Bid and possesses the requisite experience,
- (viii) the Bid does not deviate from basic technical requirements and
- (ix) the Bids are generally in order.

#### **FINANCIAL BID**

- (i) the Bid prices are firm during currency of contract if it is a fixed price bid,
- (b) A bid is likely not to be considered, if;
  - (i) it is unsigned,
  - (ii) its validity is less than specified,
  - (iii) it is submitted for incomplete scope of work,
  - (iv) it indicates completion period later than specified,
  - (v) it indicates that Works and materials to be supplied do not meet eligibility requirements,
  - (vi) it indicates that Bid prices do not include the amount of Sales & Income tax,
- (c) A bid will not be considered, if;
  - (i) it is not accompanied with bid security,
  - (ii) it is received after the deadline for submission of bids,
  - (iii) it is submitted through fax, telex, telegram or email,
  - (iv) it indicates that prices quoted are not firm during currency of the contract whereas the bidders are required to quote fixed price(s),
  - (v) the bidder refuses to accept arithmetic correction,

(vi) it is materially and substantially different from the Conditions/Specifications of the Bidding Documents.

- 24.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 24.3 The WSSC Kohat (WSSCK) may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.
- 24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the WSSC Kohat (WSSCK) will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning Bid Security (ITB Clause 15), Applicable Law (GCC Clause 30), and Taxes and Duties (GCC Clause 32), will be deemed to be a material deviation. The WSSC Kohat (WSSCK)'s determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
- 24.5 If a bid is not substantially responsive, it will be rejected by the WSSC Kohat (WSSCK) and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

## **25. Evaluation and Comparison of Bids**

- 25.1 The WSSC Kohat (WSSCK) will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.
- 25.2 The WSSC Kohat (WSSCK)'s evaluation of a bid will be on delivered duty paid (DDP) price inclusive of prevailing duties and will exclude any allowance for price adjustment during the period of execution of the contract, if provided in the bid.
- 25.3 The WSSC Kohat (WSSCK)'s evaluation of a bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, one or more of the following factors as specified in the Bid Data Sheet, and quantified in ITB Clause 25.4:
- a. incidental costs
  - b. delivery schedule offered in the bid;
  - c. deviations in payment schedule from that specified in the Special Conditions of Contract;
  - d. the cost of components, mandatory spare parts, and service;
  - e. the availability WSSC Kohat (WSSCK) of spare parts and after-sales services for the equipment offered in the bid;



- f. the projected operating and maintenance costs during the life of the equipment; the performance and productivity of the equipment offered; and/or
- g. other specific criteria indicated in the Bid Data Sheet and/or separately includes
- h. in the Technical Specifications.

25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, one or more of the following quantification methods will be applied, as detailed in the Bid Data Sheet:

a. Incidental costs provided by the bidder will be added by WSSC Kohat (WSSCK) to the delivered duty paid (DDP) price at the final destination.

b. Delivery schedule.

i. The WSSC Kohat (WSSCK) requires that the goods under the Invitation for Bids shall be delivered at the time specified in the Schedule of Requirements which will be treated as the base, a delivery “adjustment” will be calculated for bids by applying a percentage, specified in the Bid Data Sheet, of the DDP price for each week of delay beyond the base, and this will be added to the bid price for evaluation. No credit shall be given to early delivery.

or

ii. The goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and bids offering delivery beyond this range will be treated as non-responsive. Within this acceptable range, an adjustment per week, as specified in the Bid Data Sheet, will be added for evaluation to the bid price of bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements.

or

iii. The goods covered under this invitation are required to be delivered in partial shipments, as specified in the Schedule of Requirements. Bids offering deliveries earlier or later than the specified deliveries will be adjusted in the evaluation by adding to the bid price a factor equal to a percentage, specified in the Bid Data Sheet, of DDP price per week of variation from the specified delivery schedule.

c. Deviation in payment schedule:

i. Bidders shall state their bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in bid price they wish to offer for such alternative payment schedule. The WSSC Kohat (WSSCK) may consider the alternative payment schedule offered by the selected Bidder.

or

- ii. The SCC stipulates the payment schedule offered by the WSSC Kohat (WSSCK). If a bid deviates from the schedule and if such deviation is considered acceptable to the WSSC Kohat (WSSCK), the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in this invitation, at the rate per annum specified in the Bid Data Sheet.

d. Cost of spare parts.

- i. The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial period of operation specified in the Bid Data Sheet, is annexed to the Technical Specifications. The total cost of these items, at the unit prices quoted in each bid, will be added to the bid price.

or

- ii. The WSSC Kohat (WSSCK) will draw up a list of high- usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the Bid Data Sheet. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the bid price.

or

- iii. The WSSC Kohat (WSSCK) will estimate the cost of spare parts usage in the initial period of operation specified in the Bid Data Sheet, based on information furnished by each Bidder, as well as on past experience of the WSSC Kohat (WSSCK) or other procuring agencies in similar situations. Such costs shall be added to the bid price for evaluation.

- e. Spare parts and after sales service facilities in the WSSC Kohat (WSSCK)'s country.

The cost to the WSSC Kohat (WSSCK) of establishing the minimum service facilities and parts inventories, as outlined in the Bid Data Sheet or elsewhere in the bidding documents, if quoted separately, shall be added to the bid price.

- f. Operating and maintenance costs.

Since the operating and maintenance costs of the goods under procurement form a major part of the life cycle cost of the equipment, these costs will be evaluated in accordance with the criteria specified in the Bid Data Sheet or in the Technical Specifications.

- g. Performance and productivity of the equipment.

i. Bidders shall state the guaranteed performance or efficiency in response to the Technical Specification. For each drop in the performance or efficiency below the norm of 100, an adjustment for an amount specified in the Bid Data Sheet will be added to the bid price, representing the capitalized cost of additional operating costs over the life of the plant, using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

or

ii. Goods offered shall have a minimum productivity specified under the relevant provision in the Technical Specifications to be considered responsive. Evaluation shall be based on the cost per unit of the actual productivity of goods offered in the bid, and adjustment will be added to the bid price using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

h. Specific additional criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.

The relevant evaluation method shall be detailed in the Bid Data Sheet and/or in the Technical Specifications.

**Alternative**

25.4 25.4 Merit Point System:

The following merit point system for weighing evaluation factors can be applied if none of the evaluation methods listed in 25.4 above has been retained in the Bid Data Sheet. The number of points allocated to each factor shall be specified in the Bid Data Sheet.

TECHINICAL POINTS	70
FINANCIAL POINTS	30
TOTAL POINTS	100

***The bid scoring the highest number of points will be deemed to be the lowest evaluated bid.***

**26. Contacting the Procuring agency**

26.1 Subject to ITB Clause 23, no Bidder shall contact the WSSC Kohat (WSSCK) on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the WSSC Kohat (WSSCK), it should do so in writing.

- 26.2 Any effort by a Bidder to influence the WSSC Kohat (WSSCK) in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

#### **F. Award of Contract**

#### **27. Post-qualification**

- 27.1 In the absence of prequalification, the WSSC Kohat (WSSCK) will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.

- 27.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the WSSC Kohat (WSSCK) deems necessary and appropriate.

- 27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

#### **28. Award Criteria**

- 28.1 Subject to ITB Clause 30, the WSSC Kohat (WSSCK) will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

#### **29. Procuring agency's Right to Vary Quantities at Time of Award**

- 29.1 The WSSC Kohat (WSSCK) reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

#### **30. Procuring agency's Right to Accept any Bid and to Reject any or All Bids**

- 30.1 The WSSC Kohat (WSSCK) reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the WSSC Kohat (WSSCK)'s action.

#### **31. Notification of Award**

- 31.1 Prior to the expiration of the period of bid validity, the WSSC Kohat (WSSCK) will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.

- 31.2 The notification of award will constitute the formation of the Contract.

- 31.3 Upon the successful Bidder's the WSSC Kohat (WSSCK) will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.

- 32. Signing of Contract**
- 32.1 At the same time as the WSSC Kohat (WSSCK) notifies the successful Bidder that its bid has been accepted, the WSSC Kohat (WSSCK) will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 32.2 Within thirty (30) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the WSSC Kohat (WSSCK).
- 34. Corrupt or Fraudulent Practices**
- 34.1 The Government of Khyber Pakhtunkhwa requires that WSSC Kohat (WSSCK)'s (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the KPPRA, in accordance with the KPP Act, 2009 and Rules made thereunder:
- a. defines, for the purposes of this provision, the terms set forth below as follows:
    - i. "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
    - ii. "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the WSSC Kohat (WSSCK), and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the WSSC Kohat (WSSCK) of the benefits of free and open competition;
  - b. will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
  - c. will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract.
- 34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.
- 36. Integrity Pact**
- 35.1 The Bidder shall sign and stamp the Integrity Pact provided at Form - 7 to Bid in the Bidding Document for all Provincial Government procurement contracts exceeding Rupees ten million. Failure to such Integrity Pact shall make the bidder non-responsive.



Part One - Section II.

General Conditions of Contract

## **Notes on the General Conditions of Contract**

The General Conditions of Contract in Part One Section II, read in conjunction with the Special Conditions of Contract in Part Two Section III and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

The General Conditions of Contract herein shall not be altered. Any changes and complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract in Part Two Section III.



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## **General Conditions of Contract**

### **1. Definitions**

- 1.1 In this Contract, the following terms shall be interpreted as indicated:
- a. “The Contract” means the agreement entered into between the WSSC Kohat (WSSCK) and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - b. “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
  - c. “The Goods” means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the WSSC Kohat (WSSCK) under the Contract.
  - d. “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
  - e. “GCC” means the General Conditions of Contract contained in this section.
  - f. “SCC” means the Special Conditions of Contract.
  - g. “The WSSC Kohat (WSSCK)” means the organization purchasing the Goods, as named in SCC.
  - h. “The WSSC Kohat (WSSCK)’s country” is the country named in SCC.
  - i. “The Supplier” means the individual or firm supplying the Goods and Services under this Contract.
  - j. “The Project Site,” where applicable, means the place or places named in SCC.
  - k. “Day” means calendar day.

### **2. Application**

- 2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

### **3. Country of Origin**

- 3.1 All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules and further elaborated in the SCC.

- 3.2 For purposes of this Clause, “origin” means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 3.3 The origin of Goods and Services is distinct from the nationality of the Supplier.

**4. Standards**

- 4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods’ country of origin. Such standards shall be the latest issued by the concerned institution.

**5. Use of Contract Documents and Information; Inspection and Audit by the Government**

- 5.1 The Supplier shall not, without the WSSC Kohat (WSSCK)’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the WSSC Kohat (WSSCK) in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The Supplier shall not, without the WSSC Kohat (WSSCK)’s prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.
- 5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the WSSC Kohat (WSSCK) and shall be returned (all copies) to the WSSC Kohat (WSSCK) on completion of the Supplier’s performance under the Contract if so required by the WSSC Kohat (WSSCK).
- 5.4 The Supplier shall permit the WSSC Kohat (WSSCK) to inspect the Supplier’s accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the WSSC Kohat (WSSCK), if so required.

**6. Patent Rights**

- 6.1 The Supplier shall indemnify the WSSC Kohat (WSSCK) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the WSSC Kohat (WSSCK)’s country.

**8. Inspections and Tests**

- 8.1 The WSSC Kohat (WSSCK) or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the WSSC Kohat (WSSCK). SCC and the Technical Specifications shall specify what inspections and tests the WSSC Kohat (WSSCK) requires and where they are to be conducted. The WSSC Kohat (WSSCK) shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

- 8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the WSSC Kohat (WSSCK).
- 8.3 Should any inspected or tested Goods fail to conform to the Specifications, the WSSC Kohat (WSSCK) may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the WSSC Kohat (WSSCK).
- 8.4 The WSSC Kohat (WSSCK)'s right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the WSSC Kohat (WSSCK)'s country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the WSSC Kohat (WSSCK) or its representative prior to the Goods' shipment from the country of origin.
- 8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

**9. Packing**

- 9.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the WSSC Kohat (WSSCK).

**10. Delivery and Documents**

- 10.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.
- 10.2 Documents to be submitted by the Supplier are specified in SCC.

**11. Insurance**

- 11.1 The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility.

**12. Transportation**

- 12.1 The Supplier is required under the Contact to transport the Goods to a specified place of destination within the WSSC Kohat (WSSCK)'s country, transport to such place of destination in the WSSC Kohat

(WSSCK)'s country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.

### **13. Incidental Services**

- 13.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;
  - b. furnishing of tools required for assembly and / or maintenance of the supplied Goods;
  - c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
  - d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
  - e. training of the WSSC Kohat (WSSCK)'s personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.
- 13.2 Prices charged by the Supplier for incidental services, if not included in the Contract Price for the Goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged for other parties by the Supplier for similar services.

### **14. Spare Parts**

- 14.1 As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:
- a. such spare parts as the WSSC Kohat (WSSCK) may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
  - b. in the event of termination of production of the spare parts:
    - i. advance notification to the WSSC Kohat (WSSCK) of the pending termination, in sufficient time to permit the WSSC Kohat (WSSCK) to procure needed requirements;
    - ii. following such termination, furnishing at no cost to the WSSC Kohat (WSSCK), the blueprints, drawings, and specifications of the spare parts, if requested.

### **15. Warranty**

- 15.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they

incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the WSSC Kohat (WSSCK)'s specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

- 15.2 This warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The WSSC Kohat (WSSCK) shall promptly notify the Supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the WSSC Kohat (WSSCK).
- 15.5 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the WSSC Kohat (WSSCK) may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the WSSC Kohat (WSSCK) may have against the Supplier under the Contract.

## **16. Payment**

- 16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.
- 16.2 The Supplier's request(s) for payment shall be made to the WSSC Kohat (WSSCK) in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.
- 16.3 Payments shall be made promptly by the WSSC Kohat (WSSCK), but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.
- 16.4 The currency of payment is Pak. Rupees.

## **17. Prices**

- 17.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in SCC or in the WSSC Kohat (WSSCK)'s request for bid

validity extension, as the case may be.

- 18. Change Orders**
- 18.1 The WSSC Kohat (WSSCK) may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scope of the Contract in any one or more of the following:
- a. drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the WSSC Kohat (WSSCK);
  - b. the method of shipment or packing;
  - c. the place of delivery; and/or
  - d. the Services to be provided by the Supplier.
- 18.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the WSSC Kohat (WSSCK)'s change order.
- 19. Contract Amendments**
- 19.1 Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
- 20. Assignment**
- 20.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the WSSC Kohat (WSSCK)'s prior written consent.
- 21. Subcontracts**
- 21.1 The Supplier shall notify the WSSC Kohat (WSSCK) in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or obligation under the Contract.
- 21.2 Subcontracts must comply with the provisions of GCC Clause 3.
- 22. Delays in the Supplier's Performance**
- 22.1 Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the WSSC Kohat (WSSCK) in the Schedule of Requirements.
- 22.2 If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the WSSC Kohat (WSSCK) in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the WSSC Kohat (WSSCK) shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

22.3 Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of liquidated damages.

**23. Liquidated Damages**

2.31 Subject to GCC Clause 25, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the WSSC Kohat (WSSCK) shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the WSSC Kohat (WSSCK) may consider termination of the Contract pursuant to GCC Clause 24.

**24. Termination for Default**

24.1 The WSSC Kohat (WSSCK), without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

- a. if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the WSSC Kohat (WSSCK) pursuant to GCC Clause 22; or
- b. if the Supplier fails to perform any other obligation(s) under the Contract.
- c. if the Supplier, in the judgment of the WSSC Kohat (WSSCK) has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.

“fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

24.2 In the event the WSSC Kohat (WSSCK) terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the WSSC Kohat (WSSCK) for any excess costs for such similar Goods or Services. However, the Supplier shall



continue performance of the Contract to the extent not terminated.

- 25. Force Majeure**
- 25.1 Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 25.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the WSSC Kohat (WSSCK) in its sovereign capacity, wars or revolutions, fires, floods, Weather, epidemics, quarantine restrictions, and freight embargoes.
- 25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the WSSC Kohat (WSSCK) in writing of such condition and the cause thereof. Unless otherwise directed by the WSSC Kohat (WSSCK) in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 26. Termination for Insolvency**
- 26.1 The WSSC Kohat (WSSCK) may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the WSSC Kohat (WSSCK).
- 27. Termination for Convenience**
- 27.1 The WSSC Kohat (WSSCK), by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the WSSC Kohat (WSSCK)’s convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- 27.2 The Goods that are complete and ready for shipment within thirty (30) days after the Supplier’s receipt of notice of termination shall be accepted by the WSSC Kohat (WSSCK) at the Contract terms and prices. For the remaining Goods, the WSSC Kohat (WSSCK) may elect:
- a. to have any portion completed and delivered at the Contract terms and prices; and/or
  - b. to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.
- 28. Resolution of Disputes**
- 28.1 The WSSC Kohat (WSSCK) and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

28.2 If, after thirty (30) days from the commencement of such informal negotiations, the WSSC Kohat (WSSCK) and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration.

**29. Governing Language**

29.1 The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

**30. Applicable Law**

30.1 The Contract shall be interpreted in accordance with the laws of the WSSC Kohat (WSSCK)'s country, unless otherwise specified in SCC.

**31. Notices**

31.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in SCC.

31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

**32. Taxes and Duties**

32.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the WSSC Kohat (WSSCK).

**PART TWO (PROCUREMENT SPECIFIC PROVISIONS)**

- Invitation for Bids (IFB)
- Bid Data Sheet (BDS)
- Special Conditions of Contract (SCC)
- Schedule of Requirements
- Technical Specifications
- Sample Forms
- Technical Criteria
- Eligibility

## Preface

These Bidding Documents have been prepared for use by procuring agencies in the procurement of goods through National Competitive Bidding (NCB).

In order to simplify the preparation of bidding documents for each procurement, the Bidding Documents are grouped in two parts based on provisions which are fixed and that which are specific for each procurement. Provisions which are intended to be used unchanged are in Part one, which includes Section I, Instructions to Bidders, and Section II, General Conditions of Contract. Data and provisions specific to each procurement and contract are included in Part Two which includes Section II, Bid Data Sheet; Section III, Special Conditions of Contract; Section IV, Schedule of Requirements; Section V, Technical Specifications; and the forms to be used in Section I, Invitation for Bids, and Section VI, Sample Forms.

This is Part Two and contains data and provisions specific to each procurement. Care should be taken to check the relevance of the provisions of the Bidding Documents against the requirements of the specific goods to be procured. The following general directions should be observed when using the documents. In addition, each section is prepared with notes intended only as information for the WSSC Kohat (WSSCK) or the person drafting the bidding documents. They shall not be included in the final documents, except for the notes introducing Section VI, Forms, where the information is useful for the Bidder.

- a. Specific details, such as the “name of the WSSC Kohat (WSSCK)” and “address for bid submission,” should be furnished in the Invitation for Bids, in the Bid Data Sheet, and in the Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- b. Amendments, if any, to the Instructions to Bidders and to the General Conditions of Contract should be made through the Bid Data Sheet and the Special Conditions of Contract, respectively.
- c. Footnotes or notes in italics included in the Invitation for Bids, Bid Data Sheet, Special Conditions of Contract, and in the Schedule of Requirements are not part of the text of the document, although they contain instructions that the WSSC Kohat (WSSCK) should strictly follow. The final document should contain no footnotes.

- d. The criteria for bid evaluation and the various methods of evaluation in the Instructions to Bidders (Clauses 25.3 and 25.4, respectively) should be carefully reviewed. Only those that are selected to be used for the procurement in question should be retained and expanded, as required, in the Bid Data Sheet or in the Technical Specifications, as appropriate. The criteria that are not applicable should be deleted from the Bid Data Sheet.
- e. Clauses included in the Special Conditions of Contract are illustrative of the provisions that should be drafted specifically by the WSSC Kohat (WSSCK) for each procurement.
- f. The forms provided in Section VI should be completed by the Bidder or the Supplier; the footnotes in these forms should remain, since they contain instructions which the Bidder or the Supplier should follow.

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## Part Two

### Section I. Invitation for Bids

#### Notes on the Invitation for Bids

The Invitation for Bids (IFB) shall be issued as an advertisement in at least three newspaper of general circulation in the Province of Khyber Pakhtunkhwa or Authorities web site as the case may be, allowing at least fifteen days for NCB and forty five days(45) ICB for bid preparation and submission ;

The Invitation for Bids provides information that enables interested bidders to decide whether to participate. Apart from the essential items listed in the Standard Bidding Documents (SBD), the Invitation for Bids should also indicate any important bid evaluation criteria or qualification requirement (for example, a requirement for a minimum level of experience in manufacturing a similar type of goods for which the Invitation for Bids is issued) and that the bidders should give their best and final prices as no negotiations are allowed.

The Invitation for Bids should be incorporated into the bidding documents. The information contained in the Invitation for Bids must conform to the bidding documents and in particular to the relevant information in the Bid Data Sheet.

## Section II. Bid Data Sheet

### Notes on the Bid Data Sheet

Section II is intended to assist the WSSC Kohat (WSSCK) in providing the specific information in relation to corresponding clauses in the Instructions to Bidders included in Part one Section I, and has to be prepared for each specific procurement.

The WSSC Kohat (WSSCK) should specify in the Bid Data Sheet information and requirements specific to the circumstances of the WSSC Kohat (WSSCK), the processing of the procurement, the applicable rules regarding bid price and currency, and the bid evaluation criteria that will apply to the bids. In preparing Section II, the following aspects should be checked:

- a. Information that specifies and complements provisions of Part One Section I must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of Part One Section I as necessitated by the circumstances of the specific procurement, must also be incorporated.



## Bid Data Sheet

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

*[Instructions for completing the Bid Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITB Clauses.]*

<b>Introduction</b>	
<b>ITB 1.1</b>	Name of WSSC Kohat (WSSCK): WSSC Kohat
<b>ITB 1.1</b>	Loan or credit or Project allocation number. Loan or credit or Project allocation amount.  [when applicable]
<b>ITB 1.1</b>	Name of Project. Fabrication of Truck mounted Road washer 10,000 Liter
<b>ITB 1.1</b>	Name of Contract. Fabrication of Truck mounted Road washer 10,000 Liter.
<b>ITB 4.1</b>	Name of WSSC Kohat (WSSCK). WSSC Kohat
<b>ITB 6.1</b>	WSSC Kohat (WSSCK)'s WSSC Kohat
<b>ITB 8.1</b>	Language of the bid. English
<b>Bid Price and Currency Pak Rupees</b>	
<b>ITB 11.2</b>	The price quoted F.O.R WSSC Kohat included collection of chassis from without extra additional charges
<b>ITB 11.5</b>	The Price shall be fixed; WSSC Kohat
<b>Preparation and Submission of Bids</b>	
<b>ITB 13.3 (d)</b>	Qualification requirements. 1, Registered with FBR AND PEC codes. 2, 3-S Facility at Khyber Pakhtunkhwa Peshawar 3, well experience in last 3 years at least 3 contracts 4, performance certificates of similar items 5 users 3 years at least use As per technical criteria
<b>ITB 14.3 (b)</b>	Spare parts required for 10 years on cost after warranty.
<b>ITB 15.1</b>	Amount of bid security. 2% in shape of call deposit only
<b>ITB 16.1</b>	Bid validity period. Up to 90 days
<b>ITB 17.1</b>	Number of copies. One technical one financial
<b>ITB 18.2 (a)</b>	Address for bid submission WSSC Kohat
<b>ITB 18.2 (b)</b>	IFB title and number.
<b>ITB 19.1</b>	Deadline for bid submission: As per NIT
<b>ITB 22.1</b>	Time, date, and place for bid opening. As per NIT
<b>Bid Evaluation</b>	

<b>ITB 25.3</b>	Criteria for bid evaluation. Included in these documents Technical Marks 70 Financial marks 30 Total 100 marks Technical qualified bidders financial bid will be opened
<b>ITB 25.4 (a)</b>	One option only.
<b>ITB 25.4 (b)</b>	Delivery schedule. 90-120 days
<b>Option (i)</b> <b>Option (ii)</b> <b>Option (iii)</b>	adjustment expressed as a percentage, 15% if applicable or adjustment expressed in an amount in the currency of bid evaluation, or adjustment expressed in an amount in the currency of bid evaluation,  <i>[A rate of one-half (0.5) percent per week is a reasonable figure. The percentage of liquidated damages specified in SCC should be higher.]</i>
<b>ITB 25.4 (c) (ii)</b>	Deviation in payment schedule. Not applicable  Annual interest rate. Not applicable
<b>ITB 25.4 (d)</b>	Cost of spare parts. Not applicable
<b>ITB 25.4 (e)</b>	Spare parts and after sales service facilities in the Procuring agency's country.
<b>ITB 25.4 (f)</b>	Operating and maintenance costs. Not applicable  Factors for calculation of the life cycle cost: (i) number of years for life cycle: 10 years minimum (ii) operating costs <i>Not applicable</i> (iii) maintenance costs <i>Not Applicable</i> and (iv) rate, as a percentage, to be used to discount all annual future costs calculated under (ii) and (iii) above to present value. <i>Not Applicable</i>  Or Reference to the methodology specified in the Technical Specifications or elsewhere in the bidding documents. Included <i>[The contractual liquidated damages specified in the SCC shall be higher than the evaluation advantage.]</i>
<b>ITB 25.4 (g)</b>	Performance and productivity of equipment. As per criteria
<b>ITB 25.4 (h)</b>	Details on the evaluation method (As per criteria) or reference to the Technical Specifications (included).
<b>ITB 25.4 Alternative</b>	Specify the evaluation factors. Technical 70+ financial 30=100 As per criteria
<b>Contract Award</b>	
ITB 29.1	Percentage for quantity increase or decrease.as per KPPRA rules
Joint Venture 29.2	Joint Venture In order for a Joint Venture to qualify:  (a) At least one of the partners of joint venture shall satisfy 80% relevant experience criteria specified technical evaluation.

- (b) Joint venture, if any, shall be legally constituted and shall meet the eligibility requirement
- (c) All partners of the joint venture shall at all times and under all circumstances be liable jointly and severally to Employer for the execution of the entire Contract in accordance with the Contract terms and conditions and a statement to this effect shall be included in the authorization mentioned under para (f) below as well as in the Form of Bid and Form of Contract Agreement (in case of a successful bidder).
- (d) The Form of Bid, and in the case of successful bidder, the Form of Contract Agreement, shall be signed so as to be legally binding on all partners.
- (e) One of the joint venture partners shall be nominated as being in-charge and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the joint venture partners.
- (f) The partner-in-charge shall be authorized to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners of the joint venture.

A copy of the legal agreement entered into by the joint venture partners shall be submitted with the bid stating the conditions under which it will function, its period of duration, the persons authorized to represent and obligate it and which persons will be directly responsible for due performance of the Contract and can give valid receipts on behalf of the joint venture, the proportionate participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. No amendments / modifications whatsoever in the joint venture agreement shall be agreed to between the joint venture partner without prior written consent of the Employer

## Section III. Special Conditions of Contract

### Notes on the Special Conditions of Contract

Similar to the Bid Data Sheet in Section II, the clauses in this Section are intended to assist the WSSC Kohat (WSSCK) in providing contract-specific information in relation to corresponding clauses in the General Conditions of Contract.

The provisions of Section III complement the General Conditions of Contract included in Part one, Section II, specifying contractual requirements linked to the special circumstances of the WSSC Kohat (WSSCK), the WSSC Kohat (WSSCK)'s country, the sector, and the Goods purchased. In preparing Section III, the following aspects should be checked:

- a. Information that complements provisions of Part one Section II must be incorporated.
- b. Amendments and/or supplements to provisions of Part one Section II, as necessitated by the circumstances of the specific purchase, must also be incorporated.

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## **Special Conditions of Contract**

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

[Instructions for completing the Special Conditions of Contract are provided, as needed, in the notes in italics mentioned for the relevant SCC. Where \*\*s are furnished, they are only illustrative of the provisions that the WSSC Kohat (WSSCK) should draft specifically for each procurement.]

### **1. Definitions (GCC Clause 1)**

GCC 1.1 (g)—The WSSC Kohat (WSSCK) is:

GCC 1.1 (h)—The WSSC Kohat (WSSCK)'s country is:

GCC 1.1 (i)—The Supplier is:

### **2. Country of Origin (GCC Clause 3)**

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".

### **4. Inspections and Tests (GCC Clause 8)**

GCC 8.6—Inspection and tests prior to shipment of Goods and at final acceptance are as follows:

### **5. Packing (GCC Clause 9)**

### **6. Delivery and Documents (GCC Clause 10)**

#### **Delivery provision (DDP terms)**

GCC 10.3—Upon shipment, the Supplier shall notify the WSSC Kohat (WSSCK) the full details of the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the WSSC Kohat (WSSCK):

- i. copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- ii. original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;
- iii. copies of the packing list identifying contents of each package;

- iv. insurance certificate;
- v. Manufacturer's or Supplier's warranty certificate;
- vi. inspection certificate, issued by the nominated inspection agency, and the Supplier's factory inspection report; and
- vii. certificate of origin.

**7. Insurance (GCC Clause 11)**

GCC 11.1— The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility. Since the Insurance is seller's responsibility they may arrange appropriate coverage.

**8. Incidental Services (GCC Clause 13)**

GCC 13.1—Incidental services to be provided are:

*[Selected services covered under GCC Clause 13 and/or other should be specified with the desired features. The price quoted in the bid price or agreed with the selected Supplier shall be included in the Contract Price.]*

**9. Spare Parts (GCC Clause 14)**

GCC 14.1—Additional spare parts requirements are: Not applicable

GCC 14.1—Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods. Other spare parts and components shall be supplied as promptly as possible, but in any case within six (6) months of placing the order and opening the letter of credit.

**10. Warranty (GCC Clause 15)**

GCC 15.2—In partial modification of the provisions, the warranty period shall be \_\_\_\_\_ hours of operation or \_\_\_\_\_ months from date of acceptance of the Goods or (\_\_\_\_\_) months from the date of shipment, whichever occurs earlier. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

a. make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,

or

b. pay liquidated damages to the WSSC Kohat (WSSCK) with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be (\_\_\_\_\_).

*[The rate should be higher than the adjustment rate used in the bid evaluation under ITB 25.4 (f) or (g).]*

GCC 15.4 & 15.5—The period for correction of defects in the warranty period is:

**11. Payment (GCC Clause 16)**

GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

**Payment for Goods supplied:**

Payment shall be made in Pak. Rupees in the following manner:

- i. Advance Payment: of the Contract Price shall be paid within thirty (30) days of signing of the Contract, and upon submission of claim and guarantee for equivalent amount valid until the Goods are delivered and in the form provided in the bidding documents or another form acceptable to the WSSC Kohat (WSSCK). OR
- ii. the Contract Price of Goods received shall be paid within thirty (30) days of receipt of the Goods upon submission of claim supported by the acceptance certificate issued by the WSSC Kohat (WSSCK).

Payment of local currency portion shall be made in Pak Rupees\_ [currency] within thirty (30) days of presentation of claim supported by a certificate from the WSSC Kohat (WSSCK) declaring that the Goods have been delivered and that all other contracted Services have been performed.

- iv. 100% of the Contract Price on complete delivery of store within thirty (30) days on submission of claim supported by acceptance certificate from WSSC Kohat (WSSCK) declaring Goods have been delivered and that all contracted services have been performed.
- v. Part payment on part supply may be allowed



**12. Prices (GCC Clause 17)**

GCC 17.1—Prices shall be adjusted in accordance with provisions in the Attachment to SCC. *[To be inserted only if price is subject to adjustment.]*

**13. Liquidated Damages (GCC Clause 23)**

GCC 23.1—Applicable rate:

Maximum deduction:

*[Applicable rate shall not exceed one-half (0.5) percent per week, and the maximum shall not exceed ten(10) percent of the Contract Price.]*

**14. Resolution of Disputes (GCC Clause 28)**

GCC 28.3—The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

In the case of a dispute between the WSSC Kohat (WSSCK) and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the WSSC Kohat (WSSCK)'s country.

**15. Governing Language (GCC Clause 29)**

GCC 29.1—The Governing Language shall be:

**16. Applicable Law (GCC Clause 30)**

GCC 30.1-The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan which includes the following legislation:

**The Employment of Children (ECA) Act 1991**  
**The Bonded Labour System (Abolition) Act of 1992**  
**The Factories Act 1934**

**17. Notices (GCC Clause 31)**

GCC 31.1—WSSC Kohat (WSSCK)'s address for notice purposes:  
—Supplier's address for notice purposes:

## Section IV. Schedule of Requirements

### **Notes for Preparing the Schedule of Requirements**

The Schedule of Requirements shall be included in the bidding documents by the WSSC Kohat (WSSCK), and shall cover, at a minimum, a description of the goods and services to be supplied and the delivery schedule.

The objective of the Schedule of Requirements is to provide sufficient information to enable bidders to prepare their bids efficiently and accurately, in particular, the Price Schedule, for which a form is provided in Section VI. In addition, the Schedule of Requirements, together with the Price Schedule, should serve as a basis in the event of quantity variation at the time of award of contract pursuant to ITB Clause 29.

The date or period for delivery should be carefully specified, taking the date prescribed herein from which the WSSC Kohat (WSSCK)'s delivery obligations start (i.e., notice of award, contract signature, opening or confirmation of the letter of credit).

**Schedule of Requirements**

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery required.

<b>Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Delivery schedule (shipment) in weeks/months from _____<sup>2</sup></b>
---------------	--------------------	-----------------	--

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<sup>2</sup> The Procuring agency must specify here the date from which the delivery schedule will start. That date should be either the date of contract award, or the date of contract signature, or the date of opening of letter of credit, or the date of confirmation of the Letter of Credit, as appropriate. The Bid Form should include only a cross-reference to this Schedule.

## Section V. Technical Specifications

### Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for bidders to respond realistically and competitively to the requirements of the WSSC Kohat (WSSCK) without qualifying their bids. The specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of economy, efficiency, and fairness in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation facilitated. The specifications should require that all goods and materials to be incorporated in the goods be new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided for otherwise in the contract.

Samples of specifications from previous similar procurements in the same country are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods, although not necessarily to be used in a particular procurement. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards of the Borrower's country or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest current edition or revision of the relevant shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words "or at least equivalent."

Where appropriate, drawings, including site plans as required, may be furnished by the WSSC Kohat (WSSCK) with the bidding documents. Similarly, the Supplier may be requested to provide drawings or samples either with its bid or for prior review by the WSSC Kohat (WSSCK) during contract execution.

## Technical Specifications

### Specification of Truck Mounted Road Washer 10,000 Liter

Sr.	Items	Specifications
1	<b>Tank Capacity</b>	10,000 liters capacity water tank locally fabricated with 2 Nos. baffles. Specially designed for storage and carriage of water.
2	<b>Shell Sheet</b>	Shell of the Tank 4 mm Mild Steel sheet
3	<b>Shape</b>	Rectangular
4	<b>Hose Reel</b>	Rear mounted hose reel suitable for carrying 60 feet of High pressure hose 3/4".
5	<b>Level Gauge</b>	Suitable liquid level indicator for observing water level in tank.
6	<b>Filling Point</b>	1 No. minimum of 20" dia.
7	<b>Pressure Gauge</b>	Mounted suitably on hose work for indication of water pressure during operation Origin Europe/USA/Japan or equivalent.
8	<b>Filter</b>	Compatible with pump input suitable to protect pump from dirty water or any mud particle etc. Origin Europe/USA/Japan or equivalent.
9	<b>Washing Nozzles</b>	Front washing bar with 6 or 8 washing nozzles, washing sprinklers on the rear.
10	<b>Storage Space</b>	Suitably mounted along length of water tank for carrying safely all accessories and tools etc.
11	<b>Safety Valve</b>	Compatible with pump output suitably mounted on pressure line to discharge excessive flow/pressure. Origin Europe/USA/Japan or equivalent.
12	<b>Return Valve</b>	Mounted on pressure line adjustable to required pressure for dumping excess water into the tank.
13	<b>Accessories</b>	1 Warning light 2 Working Lights 2 Gloves pairs

**SPECIFICATIONS OF PUMP**

1	<b>Flow</b>	100-120 LPM
2	<b>Pressure</b>	100 ~ 120 bar
3	<b>Power Required</b>	25-35 HP
4	<b>RPM</b>	1000-1500
5	<b>Driven</b>	Side Mounted PTO Origin Europe/USA/Japan or equivalent.
6	<b>Origin of Pump</b>	Origin Europe/USA/Japan or equivalent.

## Section VI. Sample Forms

### Notes on the Sample Forms

The Bidder shall complete and submit with its bid the Bid Form and Price Schedules pursuant to ITB Clause 9 and in accordance with the requirements included in the bidding documents.

When requested in the Bid Data Sheet, the Bidder should provide the Bid Security, either in the form included hereafter or in another form acceptable to the WSSC Kohat (WSSCK), pursuant to ITB Clause 15.3.

**The Contract Form**, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted bid resulting from price corrections pursuant to ITB Clause 16.3 and GCC Clause 17, acceptable deviations (e.g., payment schedule pursuant to ITB Clause 25.4 (c), spare parts pursuant to ITB Clause 25.4 (d), or quantity variations pursuant to ITB Clause 29. The Price Schedule and Schedule of Requirements deemed to form part of the contract should be modified accordingly.



## Sample Forms

1.	BID FORM AND PRICE SCHEDULES	81
2.	BID SECURITY FORM	86
3.	CONTRACT FORM	87
4.	GUARANTEE FOR ADVANCE PAYMENT	89
5.	MANUFACTURER'S AUTHORIZATION FORM	90
6.	INTEGRITY PACT	91

**1. Bid Form and Price Schedules**

Date: \_\_\_\_\_  
IFB No: \_\_\_\_\_

To: *[name and address of WSSC Kohat (WSSCK)]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to \_\_\_\_\_ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the WSSC Kohat (WSSCK).

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or Gratuity

(if none, state "none")

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
signature]

\_\_\_\_\_  
[in the capacity of]

## TECHNICAL EVALUATION

Total Allocable marks for Technical Proposal = 70

Total Allocable marks in Financial Proposal= 30

Total Combined Allocable Score for individual bids = Marks obtained in Technical Evaluation + Marks obtained in Financial Evaluation = 100

Passing Marks Technical: 65% of the allocated marks

No's	Company Qualification Requirements	Marks/points
1.1	1- Sales tax, income tax, Active tax payer list, KPRA Registration 2 - Only fabricator/manufacturers shall apply in bidding process having PEC valid registration in Category C-4 or above with specialized codes of ME-05, ME06 and EE-11 3-3-S (Sales, service, spare parts) available in Peshawar.	Being Mandatory Requirement No points
1.2	Fabrication & Equipment/Product Technical Specifications compliance; Fully compliance with the required specifications as per Statement of Requirement	16
1.3	Previous experience, similar government work order: 2 marks each max up to 18	18
1.4	Work in Hand: 2 Marks for each max up to 4 marks	4
1.5	Onsite Repair & Maintenance Facility Mobile After Sales Van	4
1.6	Performance certificate contract completed of same nature: 2 marks each max up to 12	12
1.7	Warranty One year	Being mandatory
1.8	<b>Delivery Lead Time</b> (i) Delivery within 90 days (4 Points) Delivery within 120 days (2 points)	4
1.9	<b>Bidder/Vendor's Audit Balance Sheets</b> Audited Balance Sheets for last three years (each year 02 marks)	6
2.0	Financial Soundness exhibiting last three years bank statement more than 30 million each year (2 marks for each year)	6
	<b>Total points/Marks</b>	<b>70</b>

### Financial Bid Evaluation (Maximum Allocable Marks Score = 30 marks): -

The formula to calculate the marks for the price by the bidders other than lowest bidder is given below: Financial Evaluation Score of individual quoted Product: =  $[\text{Lowest quoted Price} \div \text{Next higher proposed Price} \times \text{Total allocable financial score}]$  The financial bids of technically qualified bidders will be opened publicly at the time to be announced by the WSSC Kohat (WSSCK) and the financial bids found technically non-responsive shall be returned un-opened to the respective Bidders.

## Scoring Methodology:

Contract will be awarded to the best evaluated fair and responsive bidder whose product ranks highest in the Combined Evaluation scoring calculated through the Marks awarded to Technical Proposal and Financial Proposal as stated in the Bid Data Sheet of these Standard Bidding Documents. The Evaluation Methodology is a combination of non-price factors (in Technical Criteria) and price factor (in Financial Criteria); and each having points as elaborated in the evaluation Proformas provided in these SBDs.

**Procedure for the Marks Scoring:** Marks will be awarded or otherwise for various technical parameters to each quoted product based on the prescribed Technical and Financial criteria. The total combined marks will determine the highest-ranking product in each product category for contract award. The formula to calculate the marks for the price by the bidders other than lowest bidder is given below:

### Financial Evaluation Score of individual quoted Product:

= [Lowest quoted Price of the item ÷ Next higher proposed Price of the competing item] x Total allocable financial score

#### Solved Example of Financial Scoring:

If the lowest quoted price of an item is Rs. 86/-, the same lowest bidder will obtain score as below:

=  $[86 \div 86] \times 30$

= 30 marks, being the lowest bidder for the quoted item.

- If the next higher quoted price of the same item is Rs. 105/-, the marks obtained will be:

=  $[86 \div 105] \times 30 = 24.57$  Marks

- If the next higher quoted price of the same item is Rs. 130/-, the marks obtained will be:

=  $[86 \div 130] \times 30 = 19.84$  Marks.... And so on.

## Price Schedule in Pak. Rupees

Name of Bidder\_\_\_\_\_

S.No	Item Description	Quantity	unit price Inclusive of all taxes	Total price inclusive taxes
1	Fabrication of Truck mounted Road washer 10,000 Liter	01		
Grand Total				

Signature & stamp of Bidder

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*Note:*In case of discrepancy between unit price and total, the unit price shall prevail.

## 2. Bid Security Form

Whereas [name of the Bidder] (hereinafter called “the Bidder”) has submitted its bid dated [date of submission of bid] for the supply of [name and/or description of the goods] (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that WE [name of bank] of [name of country], having our registered office at [address of bank] (hereinafter called “the Bank”), are bound unto [name of WSSC Kohat (WSSCK)] (hereinafter called “the WSSC Kohat (WSSCK)”) in the sum of for which payment well and truly to be made to the said WSSC Kohat (WSSCK), the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the WSSC Kohat (WSSCK) during the period of bid validity:
  - a. fails or refuses to execute the Contract Form, if required;

We undertake to pay to the WSSC Kohat (WSSCK) up to the above amount upon receipt of its first written demand, without the WSSC Kohat (WSSCK) having to substantiate its demand, provided that in its demand the WSSC Kohat (WSSCK) will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

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*[signature of the bank]*

### 3. Contract Form

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_ between [*name of WSSC Kohat (WSSCK)*] of [*country of WSSC Kohat (WSSCK)*](hereinafter called “the WSSC Kohat (WSSCK)”) of the one part and [*name of Supplier*] of [*city and country of Supplier*] (hereinafter called “the Supplier”) of the other part:

WHEREAS the WSSC Kohat (WSSCK) invited bids for certain goods and ancillary services, viz., [*brief description of goods and services*]and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [*contract price in words and figures*](hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- (a) the Bid Form and the Price Schedule submitted by the Bidder;
- (b) the Schedule of Requirements;
- (c) the Technical Specifications;
- (d) the General Conditions of Contract;
- (e) the Special Conditions of Contract; and
- (f) the WSSC Kohat (WSSCK)’s Notification of Award.

3. In consideration of the payments to be made by the WSSC Kohat (WSSCK) to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the WSSC Kohat (WSSCK) to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract

4. The WSSC Kohat (WSSCK) hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_(for the WSSC Kohat (WSSCK))

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_(for the Supplier)

**7. INTEGRITY PACT**

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS. 10.00 MILLION OR MORE**

Contract No. \_\_\_\_\_ Dated \_\_\_\_\_ Contract Value: *[To be filled in at the time of signing of Contract]* Contract Title: \_\_\_\_\_

[name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Khyber Pakhtunkhwa (GoKP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoKP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder’s fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoKP, except that which has been expressly declared pursuant hereto.

[name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoKP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoKP under any law, contract or other instrument, be voidable at the option of GoKP.

Notwithstanding any rights and remedies exercised by GoKP in this regard, [name of Supplier] agrees to indemnify GoKP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoKP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder’s fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoKP.

Name of Buyer: .....

Name of Seller/Supplier: .....

Signature: .....[Seal]

Signature: .....{Seal}



# **TENDER NOTICE**

The Water Sanitation Services Company Kohat intends to purchase the Sanitation machinery as per KPPRA rules single stage – two envelopes system (Technical & Financial). The bids are required from well-known manufacturers/Fabricators PEC Register in category C4 or above and only having proper 3S Facility setup at Peshawar. The interested bidders shall submit their bids on or before **07<sup>th</sup> December 2021 till 01:30PM through register courier only** and on the same day the technical bids shall be opened at **2:00PM** in the presence of bidders or their authorized representatives.

S. No	Name of Machinery	Qty
1	Fabrication of Truck mounted 10,000-liter road washer	01

## **Terms & Conditions**

1. Technical specification with bidding documents can be obtained from the office of Water Sanitation Services Company Kohat against payment of Rs. 2000/- (non-refundable) in favor of Water and Sanitation Services Kohat, **Bank of Khyber A/C# 01383002668202**, till one day before the closing date of submission of bids.
2. A pre-bid meeting will be held at the address given below at 11:00 AM on 26<sup>th</sup> November, 2021
3. Income Tax, Sales Tax, Body building and manufacturer's certificate and all other relevant documents shall submit along with the written application for obtaining Tender Forms (tender will issue to original manufacturers).
4. 2% earnest money in the shape of CDR in the name of CEO, WSSC Kohat shall submit along with financial Bid.
5. All federal and provincial duties/stamp duty/taxes including sales tax will be recoverable as per directives of the government issued from time to time.
6. All the rates shall quote on **F.O.R basis** to WSSC Kohat.
7. Bidder shall provide complete literature, specification, drawings along with proof of supply of such items to other customers in their bid.
8. Lowest bidder is not a qualification criteria bid shall be evaluated and awarded to highest ranking fair bidder as per KPPRA Act/Rules.
9. Bidder/ fabrication Manufacturers (only) must quote.
10. Incomplete, conditional, or telegraphic tenders shall not be entertained.
11. The competent authority reserves the right to accept or reject any or all tenders with cogent reason as per KPPRA Rules.

**OFFICE OF THE CHIEF EXECUTIVE OFFICER  
WATER & SANITATION SERVICE COMPANY, KOHAT  
House # 14, Sector 4, Kohat Development Authority (KDA)**