

# **Biding Document for Fumigation Services**

**Doc No: PAMCO/PRO/2025-26/04**

**Punjab Agriculture & Meat Company  
(PAMCO)**



## TENDER NOTICE

### Hiring of Fumigation & Pest Control Services

Punjab Agriculture & Meat Company (PAMCO) is a non-profit organization established under Section 42 of the Companies Ordinance, 1984. PAMCO operates a state-of-the-art abattoir in Lahore for the provision of Halal, healthy, and hygienic meat for local consumption and export. PAMCO invites bids through EPADS, in accordance with PPRA Rules, from professional and legally registered firms for the provision of Fumigation, Pest, and Rodent Control Services.

Sr. No.	Description	Last Date and Time of Receiving Tender	Date and Time of Opening of Tender
1	Hiring of Fumigation & Pest Control Services	26 <sup>th</sup> January 2026 at 3:00 pm	26 <sup>th</sup> January 2026 at 3:30 pm

### TERMS OF REFERENCE (TORs)

- a. Procurement shall be conducted under **Single Stage Two Envelope Bidding Procedure** in accordance with **Rule 38(2A) of PPRA Rules, 2014**.
- b. Interested bidders must submit their bids **online through the EPADS portal** on or before the due date and time.
- c. The contract shall be awarded for a **period of one (01) year**.
- d. Bids received after the prescribed date and time shall **not be entertained**.
- e. Bidders must submit documentary evidence of **NTN and PRA (Punjab Revenue Authority) registration**, along with other documents as specified in the tender document.
- f. Bidders are required to submit **Bid Security equivalent to 2% of the estimated cost, i.e. Rs. 40,000/- (Rupees Forty Thousand Only)**, against the total estimated cost of **Rs. 2,000,000/-**, in the form of **CDR/Pay Order/Demand Draft** in favor of **“Punjab Agriculture & Meat Company”**.

Bidding Document for Fumigation & Pest Control Services

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- g. The **Financial Bid shall be inclusive of all applicable taxes.**
- h. The Competent Authority reserves the right to **accept or reject any or all bids** at any time prior to acceptance, in accordance with **Rule 35 of PPRA Rules, 2014.**

## 1- Overview of Facility and Scope of Work

Punjab Agriculture & Meat Company (PAMCO) manages multiple meat processing and wholesale facilities located in Lahore. These include abattoirs and a meat wholesale point requiring comprehensive fumigation, pest control, rodent control, and stray dog control services.

The facilities covered under this scope of work are as follows:

1. Punjab Agriculture & Meat Company (PAMCO)  
18-KM, Shahpur Kanjran, Multan Road, Lahore
2. Meat Wholesale Point  
Kot Kamboh, Bund Road, Lahore
3. Raiwind Slaughter House  
Main Raiwind Road, Lahore

PAMCO intends to engage a professional, legally registered service provider to ensure effective pest management and compliance with hygiene and safety standards at the above-mentioned premises.

## 2- Services Required (Scope of Work)

2.1 The duration of the service contract shall be **twelve (12) months**, commencing from the date of signing of the contract.

2.2 The purchaser reserves the right to **terminate the contract/agreement at any time**, with or without assigning any reason, by providing **one (01) month's prior written notice** to the service provider.

2.3 The service provider shall be required to propose and implement appropriate **fumigation, pest, rodent, and stray dog control solutions** for the buildings and facilities specified above, in accordance with applicable laws, safety standards, and best industry practices.

### Solution Required for Services at below given building:

Locations	Total Area	Open Area	Building Area	Required Services
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Punjab Agriculture & Meat Company (PAMCO) 18-Km Shahpur Kanjran, Multan Road, Lahore	280 Kanal Appox	180 Kanal Appox	100 Kanal Appox	<b>One Designated employee Perform duty 8 Hours</b>
Meat Whole Sale Point, Kot Kamboh Bund Road, Lahore	12 Kanal Appox	04 Kanal Appox	08 Kanal Appox	<b>One Designated employee Perform duty 8 Hours</b>
Raiwind Slaughter House, Main Raiwind Lahore	3 Kanal Appox	1 Kanal Appox	2 Kanal Appox	<b>The employee who is appointed at sale point will visit Raiwind slaughterhouse twice in a week</b>
<b>Note: Holiday of deputed person will be on Tuesday once in a weak (Total 04 in a month). From above 04 holiday in a month deduction charges applied on monthly submitted invoice</b>				

**Service Required:**

The service provider shall be responsible for providing comprehensive control services for the following:

- All types of insects
- Dengue mosquitoes
- Malarial mosquitoes
- Rodents (rats)
- Stray dog control services

All chemicals, formulations, and methods used for fumigation, pest, rodent, and dog control shall strictly comply with **environmental, health, and safety standards** and shall be safe for use in food-related premises. The chemicals and control measures must meet the following minimum requirements:

- **Odorless:** Free from pungent or offensive smells.
- **Colorless:** Must not leave stains on walls, furniture, machinery, or other equipment.
- **Non-irritant:** Must not cause irritation to skin, eyes, lips, or respiratory system.
- **Highly effective and non-persistent:** Capable of effectively controlling pests without leaving harmful residual effects.

- **Environmentally friendly:** Safe for humans, animals, and the surrounding environment within PAMCO premises.

The service provider shall ensure that all materials used are **approved by relevant government authorities** and are suitable for use in abattoirs and meat handling facilities.

### **3-Key Service-level Parameters:**

In the event of **non-performance, partial performance, or failure** on the part of the Service Provider to fulfill the scope of work, responsibilities, or contractual obligations, **penalties/fines shall be imposed** by the Purchaser. Such penalties shall be **capped at five percent (5%) of the annual contract value**. If the **cumulative amount of penalties** imposed during the contract period **exceeds five percent (5%) of the annual contract value**, the same shall be deemed an **event of default** on the part of the Service Provider. In such case, the Purchaser shall have the right to take appropriate action in accordance with the contract terms, including termination, without prejudice to any other remedies available under applicable laws.

### **4-Tender Security:**

The bidder shall submit **Tender Security** as an integral part of the **Financial Bid**, failing which the bid shall be **rejected as non-responsive**.

The Tender Security shall be furnished in any of the following acceptable forms, issued by a **scheduled bank operating in Pakistan**, in favor of the **Purchaser**, and in accordance with the format provided in the Tender Document:

- Bank Guarantee
- Call Deposit Receipt (CDR)
- Demand Draft (DD)
- Pay Order (P.O.)

The amount of the Tender Security shall be **two percent (2%) of the estimated annual price of Rs. 2,000,000/- (Rupees Two Million Only)**, amounting to **Rs. 40,000/- (Rupees Forty Thousand Only)**.

The Tender Security shall remain **valid for a minimum period of ninety (90) days** from the last date of submission of the Tender, or until the furnishing of the **Performance Security**, whichever is later. The proceeds of the **Tender Security** shall be payable to the **Purchaser** upon the occurrence of any one or more of the following events: If the bidder withdraws its Tender during the period of Tender validity as specified in the Tender Form; If the bidder, having been notified of the acceptance of its Tender by the Purchaser during the Tender validity period, **fails or refuses to furnish the**

**Performance Security** in accordance with the provisions of the Tender Document; If the bidder fails to submit the **Performance Security within the stipulated timeframe or in the prescribed format**. The Tender Security shall be **returned without opening the Financial Bid** to all technically non-responsive or technically unsuccessful bidders. The Tender Security shall also be returned to unsuccessful bidders after completion of the Financial Bid opening and evaluation process. The Tender Security of the **successful** bidder shall be returned upon submission of the required **Performance Security**, in accordance with the Tender Document.

**5-Tender Validity:**

The Tender shall remain valid for a **minimum period of Ninety (90) days** from the last date prescribed for submission of the Tender.

**6-Modification / Withdrawal of the Tender:**

Tenders shall be opened at the **specified place, date, and time**, via online (EPADS)

The Purchaser shall have the right, at its **sole and exclusive discretion**, to request **additional information or clarification** of the Tender from any or all bidder (s), in writing. No change in the **price, scope, or substance** of the Tender shall be sought, offered, or permitted, **except** to confirm the **correction of arithmetical errors** identified in the Tender. Acceptance of any such correction shall be at the **sole discretion of the Purchaser**.

**7-Determination of Responsiveness of the Tender:**

Prior to detailed evaluation, the Purchaser shall determine whether each Tender is **substantially responsive** to the requirements of the Tender Document, based solely on the **contents of the Tender itself**, without recourse to extrinsic evidence.

A **substantially responsive Tender** is one that: Meets the **eligibility criteria** prescribed for the Bidder for provision of the Services; Complies with the specified **service delivery period and location(s)**; Offers **fixed price quotations in Pakistani Rupees (PKR)** for the Services; Is accompanied by the required **Tender Security & Required documents**, submitted as part of the **Financial Bid envelope**;

Is **complete in all material respects** and generally in proper order; and Conforms to all **terms, conditions, and specifications** of the Tender Document **without any material deviation or reservation**.

A **material deviation or reservation** is one that **affects the scope, quality, or performance** of the Services, or **limits the Purchaser's rights** or the Bidder's obligations under the Contract.

A Tender determined to be **not substantially responsive** shall be **rejected** and shall not subsequently be made responsive by the Bidder through correction or withdrawal of any material deviation or

reservation.

However, the Purchaser may, subject to the approval of the **Tender Evaluation Committee**, **waive minor non-conformities, inconsistencies, informalities, or irregularities** that do not constitute material deviations.

### **8-Purchaser's Rights and Rejection of Tenders**

The Purchaser shall have the right, at its **sole and exclusive discretion**, to:

- Accept any Tender,
- Reject any or all Tenders, or
- Cancel or annul the Tendering process

at any time **prior to the award of a formal Contract**, **without assigning any reason** or obligation to inform the Bidder of the grounds for the decision, and **without incurring any liability** to the Bidder. The decision of the Purchaser shall be **final and binding**.

### **9-Rejection of Tenders**

A Tender shall be **rejected** under any of the following circumstances:

- If the Tender is **substantially non-responsive**;
- If it is submitted **other than in the prescribed forms, annexes, schedules, charts, drawings, or documents**, or by a mode other than specified in the Tender Document;
- If it is **incomplete, partial, conditional, alternative, or submitted late**;
- If it contains **interlineations, cuttings, corrections, erasures, or overwriting**;
- If the bidder **fails to meet the minimum mandatory score of 70%** in the Technical Evaluation Criteria;
- If the bidder is found to have engaged in **corrupt or fraudulent practices** in competing for the Contract;
- If there is any **discrepancy between the bidding documents and the Bidder's proposal**, including any non-conformity, inconsistency, informality, or irregularity;
- If the Bidder submits **financial conditions or terms** as part of its bid that **do not conform** with the requirements of the Tender Document.

### **10-Performance Security:**

The successful bidder shall furnish Performance Security as follows:

#### **10.1 Submission Timeline**

The Performance Security shall be submitted within **ten (10) working days** from the receipt of the Acceptance Letter from the Purchaser.

## 10.2 Form of Performance Security

The Performance Security shall be provided in any of the following forms, as per the format prescribed in the Tender Document:

- **Bank Guarantee** issued by a scheduled bank operating in Pakistan.
- **Pay Order (P.O.) / Call Deposit Receipt (CDR).**

## 10.3 Currency

The Performance Security shall be denominated in **Pakistani Rupees (PKR)**.

## 10.4 Validity

The Performance Security shall have a minimum validity period of **one (1) year** from the date of the Award Notification, or until the expiry of the yearly support period, whichever is later.

## 10.5 Amount

The Performance Security shall be equivalent to **five percent (5%)** of the annual contract value, calculated as: *(Quoted monthly charges × 12 months)*.

## 10.6 Encashment / Forfeiture

The proceeds of the Performance Security shall be payable to the Purchaser upon the occurrence of any of the following events:

- 10.6.1 If the Service Provider **commits a default** under the Contract.
- 10.6.2 If the Service Provider **fails to fulfill any obligations** under the Contract.
- 10.6.3 If the Service Provider **violates any terms and conditions** of the Contract.

## 10.7 Return of Performance Security

The Performance Security shall be returned to the bidder **ninety (90) working days** after the satisfactory provision of the fumigation services.

## 11- Redressing of Grievances by the Purchaser:

### 11.1 Constitution of the Committee

- The Purchaser shall constitute a **Grievance Redressal Committee** comprising an **odd number of members** with appropriate powers and authorizations to address complaints from bidders that may arise **prior to the execution of the procurement**

**contract.**

### **11.2 Lodging of Complaints**

- Any bidder who feels **aggrieved by any act or decision of the Purchaser** after submission of its bid may submit a **written complaint** outlining the grievance. Such complaints must be lodged **within fifteen (15) days** from the date of announcement of the **Bid Evaluation Report**.

### **11.3 Investigation and Decision**

- The Grievance Redressal Committee shall **investigate the complaint** and communicate its decision to the concerned bidder **within fifteen (15) days** of receipt of the complaint.

### **11.4 Effect on Procurement Process**

- The **lodging of a complaint** shall **not, by itself, warrant suspension** of the ongoing procurement process or any associated timelines.

**General Terms & Condition for Contract of**

**HIRING SERVICES/SOLUTION REQUIRED FOR THE FUMIGATION,  
RODENT AND PEST CONTROL  
Punjab Agriculture & Meat Company, Meat Whole Sale Point, Raiwind Slaughter  
House**

Between

**[Purchaser]**

And

**[Service Provider]**

Dated:

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**Section One: Agreement Format**

This Contract Agreement (this “Contract”) made as of the [day] of [month], [year],

**BETWEEN**

**Punjab Agriculture & Meat Company (PAMCO)**, a company incorporated under Section 42 of the Companies Ordinance, 1984, having its registered office at \_\_\_\_\_, Pakistan (hereinafter referred to as the “**Purchaser**”, which expression shall, unless repugnant to the context, include its successors, legal representatives, and permitted assigns),

**AND**

[**Full Legal Name of the Service Provider**], having its registered office at \_\_\_\_\_ (hereinafter referred to as the “**Service Provider**” or “**Bidder**”, which expression shall include its successors, legal representatives, and permitted assigns). The Service Provider shall be severally and jointly liable to the Purchaser for all obligations arising under this Contract.

The Purchaser and the Service Provider are hereinafter collectively referred to as the “**Parties**” and individually as a “**Party**.”

**WHEREAS**

- (a) The Purchaser intends to expend a portion of its approved budget/funds for making eligible payments under this Contract for the provision of fumigation services, and all payments shall be subject to the terms and conditions of this Contract;
- (b) The Purchaser has requested the Service Provider to provide fumigation services as described in the Tender Documents;
- (c) The Service Provider has represented to the Purchaser that it possesses the requisite professional expertise, qualified personnel, and technical resources to perform the said services and has agreed to provide such services in accordance with the terms and conditions of this Contract.

**NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree as follows:**

## **1. Scope of Services**

The Service Provider hereby covenants with the Purchaser to provide fumigation services strictly in accordance with the provisions, specifications, and requirements set forth in this Contract and the documents forming part thereof.

## **2. Contract Price and Payment**

The Purchaser hereby covenants with the Service Provider to pay the Contract Price, or such other sums as may become payable under this Contract, at the times and in the manner specified herein, in consideration for the satisfactory performance of the services.

## **3. Contract Documents**

The following documents shall be deemed to form an integral part of this Contract and shall be read and construed together:

- a) Tender Document
- b) Bidder's Proposal
- c) General Terms and Conditions of the Contract
- d) Special Stipulations (if any)
- e) Technical Specifications
- f) Tender Form
- g) Price Schedule
- h) Affidavit(s)
- i) Authorized Dealership / Agency Certificate
- j) Performance Security
- k) Any other standard clause or document acceptable to the Purchaser

## **4. Order of Precedence**

This Contract shall prevail over all other documents. In the event of any discrepancy, inconsistency, or conflict among the Contract documents, the order of precedence shall be as listed in Clause 3 above.

## **5. Roles and Responsibilities**

The contractual obligations, roles, and responsibilities of the Purchaser and the Service Provider shall be as defined and detailed in the Contract documents.

## **IN WITNESS WHEREOF**

Bidding Document for Fumigation & Pest Control Services

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The Parties hereto have caused this Contract to be executed by their duly authorized representatives on the day, month, and year first written above.

For **[full legal name of the Purchaser]:**

**Provider]:** Signature

Name

Witnessed By:

For **[full legal name of the Service**

Signature

Name

Witnessed By:

**WITNESSES**

Signature \_\_\_\_\_

CNIC # \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

CNIC # \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

**Section 2: General Conditions of Contract**

**12-Contract:**

Upon receipt of the **Performance Security** from the successful bidder, the Purchaser shall provide the **Contract** as specified in the Tender Document to the successful bidder for a period of **One Year**. The successful Bidder shall, **within ten (10) working days** of receipt of the Contract, **sign and date** the Contract and **return it to the Purchaser**. Failure to return the signed Contract within the stipulated period may result in the Purchaser taking action in accordance with the Tender Document and applicable rules.

**13.Contract Documents and Information:**

The Service Provider/bidder shall **not, without the prior written consent of the Purchaser**, make use of the Contract or any of its provisions, or any documents, specifications, drawings, patterns, samples, or information provided by or on behalf of the Purchaser, **except solely for the purpose of performing the Contract**. The Service Provider shall **not disclose** any such information to any person other than an employee or agent of the Service Provider **directly involved in the performance of the Contract**.

Any disclosure to such employees or agents shall be made **strictly in confidence** and **only to the extent necessary** for the proper performance of the Contract.

**14-Contract Language:**

The Contract and all documents exchanged between the Service Provider and the Purchaser in relation to the Contract shall be **in English**.

The Service Provider shall **bear all costs associated with translation** into English, if required, and shall assume **full responsibility and risk** for the **accuracy and completeness** of such translations.

**15-Insurance:**

The Service Provider shall obtain and maintain **adequate insurance coverage** to protect against **theft, loss, damage, or deterioration** of goods, materials, or equipment during the course of providing the services, including **storage and transit** to their final destination as specified in the Contract. The Service Provider shall also **arrange and bear the cost** of insurance for any **vehicles, equipment, or other items** used to transport goods or materials to the designated location(s) and within the timeframe required by the Purchaser.

**16-Payment:**

The procedure for payments to Service Provider shall be as under:

The Service Provider shall submit an Application for Payment (Invoice), in the prescribed form, to the Purchaser. The Application for Payment shall: be accompanied by such invoices, receipts

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or other documentary evidence as the purchaser may require; state the amount claimed; and set forth in detail, in the order of the Price Schedule, particulars of the Services provided, up to the date of the Application for Payment and subsequent to the period covered by the last preceding Certificate of Payment, if any.

The Purchaser shall issue a Certificate of Payment, in the prescribed form, with a copy to the Service Provider, verifying the amount due, within seven days of receipt of an Application for Payment. The Client may withhold a Certificate of Payment on account of defect(s) / short coming(s) in the services provided. The Client may make any correction or modification in a Certificate of Payment that properly be made in respect of any previous certificate.

The Purchaser shall pay the amount verified in the Certificate of Payment within twenty one (21) days of receipt of a Certificate of Payment. Payment shall not be made in advance. The Purchaser shall make payment after deduction of applicable tax, through cross cheque/online in name of service provider.

Payments shall be made against successful execution of services.

**17-Price:**

The Service Provider shall not charge prices for the services provided and for other obligations discharged, under the Contract, varying from the prices quoted by the Service Provider in the Price Schedule (Financial Bid).

**18-Assignment / Subcontract:**

The Services will not assign or sub-contract its obligations under the Contract, in whole or in part.

**19-Extensions in time for performance of obligations under the Contract:**

If the Service Provider encounters any **conditions that may impede timely performance** of any of its obligations under the Contract, the Service Provider shall, **without delay**, submit a **written notice** to the Purchaser specifying:

- The **facts causing the delay**;
- The **likely duration** of the delay; and
- The **cause(s)** of the delay.

Upon receipt of such notice, the Purchaser shall **evaluate the situation** and may, at its **sole discretion**, issue a **written order** to the Service Provider, with a copy to the Client, **extending the time for performance** of the affected obligations.

Such an extension shall be **without prejudice** to any other rights or remedies available to the Purchaser under the Contract or applicable law.

**20-Liquidated Damages (LD):**

If the Service Provider **fails or delays the commencement of services** or any other obligations under the Contract, the Purchaser may **deduct liquidated damages** at the rate of **0.25% of the monthly contract charges per day** of delay. The **total amount of liquidated damages** shall be **capped at five percent (5%) of the annual contract value**. However, the **aggregate amount of deductions** for liquidated damages **shall not exceed the value of the Performance Security**.

**21-Forfeiture of Performance Security:**

If the Service Provider:

- **Fails or delays** in performing any of its obligations under the Contract;
- **Violates any provisions** of the Contract; or
- **Commits a breach** of any terms and conditions of the Contract,

the Purchaser may, **without prejudice to any other rights or remedies available, forfeit the Performance Security** of the Service Provider.

Failure to supply the required services **within the specified timeframe** shall also trigger **penalties** as specified elsewhere in this Tender Document.

In addition, **the Performance Security shall be forfeited**, and the Service Provider may be **barred from participating in future tenders** issued by the Purchaser.

**22-Termination for Default:**

The Purchaser may, at any time, **terminate the Contract in whole or in part** by serving a **written notice** to the Service Provider if the Service Provider:

- **Fails or delays** in performing any of its obligations under the Contract;
- **Violates any provisions** of the Contract;
- **Commits a breach** of any terms or conditions of the Contract; or
- **Engages in any illegal activities.**

Such termination shall be **without prejudice to any other rights or remedies** available to the Purchaser under the Contract or applicable law.

Upon termination under this clause, the Purchaser may recover **any losses or damages** incurred due to the Service Provider's default. The Service Provider shall **not be entitled to any compensation** for the terminated portion of the Contract.

termination of the Contract shall be resorted to only if the Service Provider does not cure its failure / delay, within fifteen working days (or such longer period as the Client may allow in writing), after receipt of such notice.

If the Purchaser terminates the Contract for default, in whole or in part, the Purchaser may

procure, upon such terms and conditions and in such manner as it deems appropriate, Services / Works, similar to those undelivered, and the Service Provider shall be liable to the Purchaser for any excess costs for such similar Services / Works. However, the Service Provider shall continue performance of the Contract to the extent not terminated.

### **23-Termination for Insolvency**

The Purchaser may at any time terminate the Contract by giving written notice to the Service Provider if the Service Provider becomes blacklist by PPRA or PAMCO.

#### **Conditions for Termination:**

- In the event of insolvency, termination will be executed without compensation to the Service Provider.
- Such termination shall be without prejudice to any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.

#### **Effects of Termination:**

- Upon receipt of such notice, the Service Provider shall immediately cease all operations unless otherwise directed by the Purchaser.
- The Purchaser shall only be liable to pay for services satisfactorily rendered up to the effective date of termination.
- The Performance Security may be forfeited if the insolvency results in a breach of contractual obligations or a failure to provide the required services.

### **24-Termination for Convenience:**

- The Purchaser may, at any time, **terminate the Contract, in whole or in part**, by serving a **written notice of thirty (30) days** to the Service Provider.
- Any Services that are **completed or can reasonably be completed** by the Service Provider within **thirty (30) working days** from the date of receipt of such notice shall be **accepted and paid for by the Purchaser** in accordance with the Contract.
- For the remaining Services not completed within the thirty-day period, the Purchaser may, at its discretion:
  - Reassign the work to another service provider; or
  - Cancel the unperformed portion of the Contract without any liability to the Service Provider.

### **25-Force Majeure:**



difference of any kind arising out of or in connection with the Contract.

**28-Taxes and Duties:**

The Service Provider shall be entirely responsible for all applicable taxes, duties and other such levies imposed by the concerned local provincial and federal authorities in Pakistan.

**29-Contract Cost:**

The Service Provider shall bear all costs / expenses associated with the preparation of the Contract and the Purchaser and shall in no case be responsible / liable for those costs/expenses e.g. Contract Stamp duty charges etc.

**30-Authorized Representative:**

The Purchaser, or the Service Provider may, at their exclusive discretion, appoint their Authorized Representative and may, from time to time, delegate any / all of the duties / authority, vested in them, to their authorized Representative(s), including but not limited to, signing on their behalf to legally bind them, and may, at any time, revoke such delegation.

The Authorized Representative shall only carry out such duties and exercise such authority as may be delegated to him, by the Purchaser, or the Service Provider.

Any such delegation or revocation shall be in writing and shall not take effect until notified to the other parties to the Contract.

Any decision, instruction or approval given by the Authorized Representative, in accordance with such delegation, shall have the same effect as though it had been given by the Principal.

Notwithstanding above Clause, any failure of the Authorized Representative to disapprove Services or Works shall not prejudice the right of the Client to disapprove such Services or Works and to give instructions for the rectification thereof.

If the Service Provider questions any decision or instruction of the Authorized Representative of the Purchaser / the Client, the Service Provider may refer the matter to the Purchaser / the Client who shall confirm, reverse or vary such decision or instruction.

**31-Special Stipulations:**

<b>SCHEDULE-A, SPECIAL STIPULATIONS</b>	
For ease of Reference, certain special stipulations are as under:	
Tender Security	The Service Provider shall furnish the Tender Security as under: for the whole Tender; The Bank Guarantee, issued by a scheduled bank operating in Pakistan, in the name of the Purchaser, as per the format provided in the Tender Document or in form of Call Deposit Receipt (CDR)/ Demand Draft (DD)/ Pay order (P.O); for a sum 2%Rs <b>40,000</b> of total estimated price i.e 2,000,000/- (annual); denominated in Pak Rupees; Have a minimum validity period of one hundred and eighty days from the last date for submission of the Tender or until furnishing of the Performance Security, whichever is later
Performance Security	The successful Bidder shall furnish Performance Security as under: within ten (10) working days of the receipt of the Acceptance Letter from the Purchaser; in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan/Demand Draft/Pay Order/CDR/AA Rated Insurance Guarantee, as per the format provided in the Tender Document or in another form acceptable to the Purchaser; Denominated in Pak Rupees; Have a minimum validity period of one year from the date of Award Notification or until the date of expiry of yearly support period. The successful Bidder shall submit a Bank Guarantee for <b>05%</b> of the annual contract value. The Performance Security shall be returned to the Bidder after 90 working days after provision
Signing of Contract	The Purchaser shall, after receipt of the Performance Security from the successful Bidder, send the Contract provided in the Tender Document, to the successful Bidder. Within ten working days of the receipt of such Contract, the Bidder shall sign and date the Contract and return it to the Purchaser.
Start date for operation of Fumigation services	To provide the services on said date and time, as specified by the Purchaser.
Contract Period	The contract will be <b>for 1 years</b>
Liquidated damages for failure / configuration of Services by the Service Provider	If and when applicable, liquidated damages (LD) shall be levied for delay start date of services @ 0.25 % of the annual contract value (Monthly quoted price x 12) However, the amount so deducted shall not exceed, in the aggregate, the value of the performance security. The Liquidated Damages are attributable to such part of the Services as cannot, in consequence of the failure / delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the Bidder
Legal Status to Work in Pakistan	The Bidder must be allowed and meet all conditions set forth by the GoP to work with all concerned parties of the private, public, and for nonprofit sectors and not blacklisted by PPRA & PAMCO.

**Must be filled on letter head with sign & stamp)**

**Annexure-A: Proposal Submission Declaration**

[Date]

To \_ (Name and address of Client / Purchaser)

–

Dear Sir/Madam,

We, the undersigned, hereby offer to provide **[insert title of assignment]** in accordance with your **Request for Proposal / Tender Document dated [insert date]** and our Proposal. We are submitting our Proposal, which comprises both the **Technical Proposal** and the **Financial Proposal**. We undertake that, if our Proposal is accepted, we shall provide **Fumigation Services at PAMCO** in full compliance with the terms and conditions of the Tender Document. We also confirm that neither **PPRA** nor **PAMCO** has declared us **blacklisted** or **ineligible** on grounds of engaging in **corrupt, fraudulent, collusive, or coercive practices**. We further pledge that we shall **not engage in any such practices** in competing for the Contract or in its execution, and we are fully aware of the relevant provisions contained in the Tender Document. We understand and acknowledge that the Purchaser is **not bound to accept any Proposal** received.

Yours sincerely,

Authorized Signature and Seal (Stamp)

(In full and initials)

Name and Designation of Signatory

Name of Firm

Address

**Annexure-B: Technical Evaluation Criteria** (Must be filled on letter head with sign & stamp from sr # 01 to 09)

**REQUIREMENTS OF TECHNICAL PROPOSAL:**

All the bidders submitting their bids against this bid must submit the qualifications application along with the information in the following formations together with the relevant documentation:

1. Market Presence:
  - a. Firm name, its status, address, telephone numbers(s), fax number, e mail address.
  - b. Copy of Income Tax Return for last 02-years
  - c. Copy of Firms' PST number certificate
  - d. Copy of Firm's NTN certificate
  - e. Copy of CNIC of Firm's Authorized representative
  - f. Detail of officers/branches operated nationwide
2. Financial Soundness:
  - a. Financial soundness certificate, bank statement/certificates for at least 12 months/financial year
3. Working Experience:
  - a. Only firms having minimum 02-years' experience of Pest and Rodent Controls in Large size building may apply, Documentary evidence should be submitted.
  - b. List of similar nature Successful completion or In-hand projects.
4. Quality Assurance & Health, Safety, Environment Polices & Procedures:
  - a. Submission of Comprehensive Quality, Health, Safety & Environment Policies & Procedures.
  - b. Submission of Proposed Methodology, Approach & Organ gram for the project.
5. Weekly/Monthly Performance Report Formats:
  - a. Submission of Comprehensive Performance Report Formats Required.
  - b. Submission of Data Analysis Formats Required etc.
6. Key Professionals and visits plans for maintenance:
  - a. List of Key Personnel including:
    - i. Technical/Related Field Staff
    - ii. Managers
    - iii. Supervisors
    - iv. Other Support Staff
7. Medicine source of supply and International/National Health Safety approvals:
  - a. Chemicals/Medicine to be used for this work should be internationally/nationally approved by health organization (Proof required)
8. Proposed Solution:
  - a. Proposed solution, machinery use for this work, No. of visits of site, type and make of chemicals and medicines use, Certifications from National/International Organizations for the same work and re la ted methodology etc.
9. Affidavit to the effect that the firm is not blacklisted by PPRA or PAMCO.

NOTE: In order to qualify for the financial Bid, bidders are required to obtain a minimum score 70 out of 100.

## Technical Evaluation Criteria

Sr #	Criteria	Range / Requirements	Max. Score
1	Market Presence and Establishment	05 points for each year of establishment.	10
2	Financial Soundness	02 points for each 0.5 million revenue generated during the last 12 months/financial year (Proof of PO, contract, or financial statements required) <sup>3</sup> .	10
3	Experience for same type of job in large organizations	02 points for each project/work of the same nature (List of projects required as proof).	10
4	Quality, Health, Safety & Environment (QHSE) Policies & Procedures	10 points for comprehensive policies, procedures, methodology, approach, and organogram.	10
5	Weekly/Monthly Maintenance plans	10 points for reports to purchaser, including formats and information details.	10
6	Company's Total Staff and Proposed Staff/Monthly Visits for SLA	10 points for proposed support staff, monthly site visits, and support mechanism plan on a monthly basis.	10
7	Chemical/Medicines approval by Health Organizations	20 points for details, manufacturing country, and approval from WHO or other international/national health organizations (Complete technical brochures and proof required).	20
8	Proposed Solutions and Machinery	20 points for the proposed solution, machinery used, number of site visits by technical staff, and types/makes of chemicals (Complete technical brochures and project plan required).	20
	<b>Total</b>		<b>100</b>

**Must be filled on letter head with sign & stamp)**

**Annexure-C: Financial Proposal Submission**

**Form (Part of Financial Bid Envelope)**

Name of the Company/Firm : \_\_\_\_\_

Address of the Company/Firm : \_\_\_\_\_

NTN No : \_\_\_\_\_

PTN No : \_\_\_\_\_

Sr. No	Description	Location	Monthly Service Charges
1	Monthly Service Charges (Services/Solution Required for the Control of Rodent and Pest for complete Building include charges of the staff deployed & services	1-Punjab Agriculture & Meat company (18-Km Multan Road, Shahpur,Lahore),	
<b>Total</b>			
<b>Provincial Sales Tax (PST)</b>			
<b>Grand Total Inclusive of all Taxes</b>			

\_\_\_\_\_  
Authorized Signature with Stamp

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**ANNEXURE-D Must be filled on letter head with sign & stamp)**

**FORMAT FOR COVERING LETTER**

To

(Name and address of Purchaser)

**Sub:**\_\_\_\_\_.

Dear Sir,

- a. Having examined the Tender Document and its Appendices, we, the undersigned, hereby offer to provide the **items/services specified** in accordance with the **Terms of Reference**, at the price indicated in the **Price Schedule**, to be formalized upon award of the Contract.
- b. We undertake that, if our Proposal is accepted, we shall **deliver the items/services** in full compliance with the Contract within the **specified timeframe**, commencing from the date of receipt of the **Notification of Award** from the Purchaser.
- c. We agree to **abide by this Proposal** for a period of **[insert number of days as per project requirement]** from the date of bid opening. This Proposal shall remain **binding upon us** and may be accepted by the Purchaser **at any time before the expiry of this period**.
- d. We agree to execute a **Contract in the form communicated by [insert name of Purchaser]**, incorporating all agreements, with such **alterations or additions** as may be necessary to adapt the Contract to the circumstances or standards required by the Purchaser.

\_\_\_\_\_

**Authorized Signatures**

**Official Seal**

**Sign & Stamp on bidding documents**

**ANNEXURE-E**

**INSTRUCTION FOR PREPARATION OF POWER OF ATTORNEY**

- a. To be executed by an authorized representative of the bidder.
- b. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- c. Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
- d. In case the Application is signed by an authorized Director / Partner or Proprietor of the Applicant, a certified copy of the appropriate resolution / document conveying such authority may be enclosed in lieu of the Power of Attorney.

**ANNEXURE-F (Must be filled on Non-Judicial Stamp Paper of Rs. 100/- value) If Required**

**POWER OF ATTORNEY**

**Know all men by these presents:**

We, [Name of the Company], having its registered office at [Address of the Registered Office], do hereby **appoint and authorize** Mr. [Full Name], currently employed with us and holding the position of [Designation], as our **attorney** to act on our behalf in connection with our Proposal for [Name of the Project], in response to the Tender invited by [Name of the Purchaser].

Our attorney shall have full authority to perform, **in our name and on our behalf**, all acts, deeds, and things necessary or incidental to the submission and prosecution of our Proposal, including but not limited to:

- Signing and submission of all Tender documents;
- Providing information or responses to the Purchaser; and
- Performing any other actions required in connection with our Bid.

We hereby **ratify all acts, deeds, and things lawfully done** by our said attorney pursuant to this Power of Attorney, and all acts, deeds, and things performed by our attorney shall be deemed to have been done by us.

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

For \_\_\_\_\_

(Signature)

(Name, Designation and Address)

Accepted

(Signature)

(Name, Title and Address of the Attorney)

Date:

**ANNEXURE-G (Must be filled on Non-Judicial Stamp Paper of Rs. 100/- value)**

**UNDERTAKING**

We hereby **certify** that the information provided herein, and in all documents submitted as part of our Proposal, is **true, correct, and complete**, and that nothing has been **concealed, misrepresented, or tampered with**.

We acknowledge that we have **carefully reviewed all terms and conditions** of the Tender and accept that we shall be **liable to any punitive or legal action** in the event of furnishing **false information or documents**.

Furthermore, we **confirm and declare** that we, **M/s [Insert Company Name]**, are **not blacklisted** by **PPRA** or **PAMCO**, and that we have duly **executed or undertaken similar works/services** as required under this Tender.

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

Signature

(Company Seal)

In the capacity of \_\_\_\_\_

Duly authorized to sign bids for and on behalf of:

