

Doc 3: Instructions to Tenderers

Supplies & Services to be provided for District Peshawar

Organization Name: Initiative for Development and Empowerment Axis-IDEA

Project Name: Integrated COVID-19 Humanitarian Assistance to Afghan refugees in KP and Balochistan

District: Peshawar (KPK) Summary Sheet

A	Latrines Rehabilitation and new group Hand Wash Points			
S/N	Items	Specification	Unit	Quantity
1	Dismantling existing work	Dismantling existing work and disposal the material to safe place	Cft	349
2	Cement Concrete	Provide & laying of Plain Cement Concrete 1:2:4, including surface finishing, curing complete finish work	Cft	283
3	Plaster	1/2" thick cement plaster 1:4 on walls, inner, outer sides, including making edges, corners, and curing, etc., complete in all aspects.	Sft	1276
4	Ceramic Tiles for wall and Floors	Providing and Fixing Ceramic Floor Tiles of approved quality of Size 12" x 12", on floor and wall unto 5 feet height, including cutting, fixing, cement, bonds, etc. Complete in all aspects	Sft	1,389
5	Internal Paint	Internal paint with approved brand like Dulux/Nippon/Berger/Mobee/ICI to give an even shade. The cost includes scrapping, sand papering and preparing the surface smooth for distempering, in three coats over primer of approved quality like Berger/Dulux/Nippon/Mobee complete in all aspects and/or as directed by the Engineer	Sft	1060
6	External Weathershield	Surface cleaning, Providing and applying, 3 coats of Weathershield ICI/Berger/Brighto or approved equivalent of approved colour and shade, over one coat of primer and making smooth and even surface by applying ICI Paintex base filling as per specifications, to surface of walls, complete in all respects as specified and as approved by the Engineer.	Sft	730
7	Doors paint	Brushing & scraping blisters of old paints from woodwork + Painting old surfaces : Doors / windows any type First coat and each subsequent coat	Sft	506

1	Excavation	Excavation in any type of soil and concrete surface, including back filling in excavated area and disposal of surplus unsuitable material to outside the limits and/or as directed by the Engineer	Cft	320
2	PCC	PCC in Bed (1:2:4)	Cft	13.86
3	Brick Masonry	Brick Masonry (1:6)	Cft	187.5
4	Brick Masonry	Brick Masonry (1:6) Baffle wall	Cft	22.5
5	Plaster	Plaster (1:3) Internal and Internal Baffle Wall	Sft	200
6	RCC Slab		Cft	38
B	Electrification			
S/N		Activities	Unit	Quantity
1	Electric Wire/Cable	Providing and Laying wiring of 2/3 pin 5 Amp plug in 3/.029 PVC insulated, Electric points, PVC Ducts/ Conduit, cable/Wire 3/029 etc. complete.	Job	3
2	LED Light	Providing and Fixing LED lights of 9-12 watts of best quality	No	4
3	Switch board.	Providing and fixing good quality local made switch board.	No	4
C	Sanitary/Plumbing			
S/N		Activities	Unit	Quantity
1	PPR Pipe	Providing, laying cutting, jointing, PPRC pipeline 1/2" dia in walls/trenches with pipes of approved quality for cold/hot water supply systems including the cost of accessories e.g. Socket, Union, Elbow, Tee, Bend, valves etc. Work also includes digging/burying up to 1 feet depth in ground and in walls in all types of soil, soft & hard. Master or equivalent.	Rft	409
2	PVC Pipe	Providing and Fixing 4" dia UPVC pipe including all sanitary fittings from WC to Septick Tank for disposal of laterine waste water. Dadex, Master or equivalent-Class.	Rft	218
3	PVC Pipe	Providing and Fixing 3" dia UPVC pipe including all sanitary fittings from WC to Septick Tank for disposal of laterine waste water. Dadex, Master or equivalent-Class.	Rft	184

4	Indian WC	Providing and fitting glazed earthen ware water closet (WC), squatter type (Orissa pattern) combined with foot rest, medium size, including fixing 1/2" Φ Tee cock with supply pipe for flush tank, J-pipe for WC, flush tank, P-Trap, standard size, 2" Ø UPVC pipes as vent pipe of toilet with fly screening head/cap, socket, elbow, Reducer as required for fittings of approved quality. Complete in all aspects. white in colour Porta, Faisal or Master.	No	9
5	English Commode	Providing and fixing western commode from PORTA Model # HD113A or equivalent (Material Porcelain) One-Piece Toilet Hydraulic Seat Cover White S-Trap Centre of Drain 300MM (12") Size: Height =685MM Length = 645 MM Width = 410 MM The cost includes all the fittings with sewerage pipes and connection with P-trap etc complete in all respects and/or as directed by the Engineer.	No	3
6	Hand Wash Basin	Providing and Fixing glazed earthen ware wash hand basin (WHB) white in color of Porta or Bright, complete, size 56x40 cm (22"x16"), including pedestal, bracket set, Side Pillar Cook Water Tap, waste coupling, 1-1/4" Φ strainers, 1-1/4" Φ drain pipe, soap dish, complete in all respects:	No	8
7	Basin Mixer	Chrome Plated Stainless steel dual way basin mixer	No	10
8	Bib Cock	Providing and fixing 1/2" Φ brass stop/bib cock (water taps) of approved quality for toilets (new and existing).Porta, Faisal or Master.	No	17
9	Double tap with Muslim shower	Chromium plated double bib-cock of 1/2" dia with steel Muslim Shower. Porta, Faisal or Master.	No	17
10	Mirror for Basin	Providing and fixing of mirror set along with soap tray, plastic tissue holder box, toilet roll holder etc.	No	6
11	Floor Truff Jalli	Supply and Fixing of CP floor Truff Jalli 4"x4" complete work	No	16

12	Steel ventilators	Providing and fixing 18-20 SWG of steel ventilators of 2'x1' in size using 1"x1" angle iron frame, including all necessary steel fittings hold fasts and two coats of synthetic enamel paint in addition to one coat of primer/rust proof paint complete work.	Each	6
13	Visibility plate	Visibility plates 1.5'X1.5', 18-20 SWG, stainless steel, holes for nails Complete Write up as per instruction of client, including fixing work complete in all aspects	No	5

Supplies & Services to be provided for District Nowshera

Organization Name: Initiative for Development and Empowerment Axis-IDEA
Project Name: Integrated COVID-19 Humanitarian Assistance to Afghan refugees in KP and Balochistan
District: Nowshera (KPK) Summary Sheet

A Latrines Rehabilitation and new group Hand Wash Points				
S/N	Items	Specification	Unit	Quantity
1	Dismantling existing work	Dismantling existing work and disposal the material to safe place	Cft	238
2	Cement Concrete	Provide & laying of Plain Cement Concrete 1:2:4, including surface finishing, curing complete finish work	Cft	281
3	Plaster	1/2" thick cement plaster 1:4 on walls, inner, outer sides, including making edges, corners, and curing, etc., complete in all aspects.	Sft	1096
4	Ceramic Tiles for wall and Floors	Providing and Fixing Ceramic Floor Tiles of approved quality of Size 12" x 12", on floor and wall unto 5 feet height, including cutting, fixing, cement, bonds, etc. Complete in all aspects	Sft	1,250
5	Cleaning and washing of toilets	Cleaning and washing of bath rooms / toilets by using recommended chemicals i/c refilling o joints with grout material.	No	5
6	Internal Paint	Internal paint with approved brand like Dulux/Nippon/Berger/Mobee/ICI to give an even shade. The cost includes scrapping, sand papering and preparing the surface smooth for distempering, in three coats over primer of approved quality like Berger/Dulux/Nippon/Mobee complete in all aspects and/or as directed by the Engineer	Sft	1058

7	External Weathershield	Surface cleaning, Providing and applying, 3 coats of Weathersheild ICI/Berger/Brighto or approved equivalent of approved colour and shade, over one coat of primer and making smooth and even surface by applying ICI Paintex base filling as per specifications, to surface of walls, complete in all respects as specified and as approved by the Engineer.	Sft	680
8	Doors paint	Brushing & scraping blisters of old paints from woodwork + Painting old surfaces : Doors / windows any type First coat and each subsequent coat	Sft	693

B

Electrification

S/N		Activities	Unit	Quantity
1	Electric Wire/Cable	Providing and Laying wiring of 2/3 pin 5 Amp plug in 3/.029 PVC insulated, Electric points, PVC Ducts/ Conduit, cable/Wire 3/029 etc. complete.	Job	4
2	LED Light	Providing and Fixing LED lights of 9-12 watts of best quality	No	4
3	Switch board.	Providing and fixing good quality local made switch board.	No	4

C

Sanitary/Plumbing

S/N		Activities	Unit	Quantity
1	PPR Pipe	Providing, laying cutting, jointing, PPRC pipeline 1/2" dia in walls/trenches with pipes of approved quality for cold/hot water supply systems including the cost of accessories e.g. Socket, Union, Elbow, Tee, Bend, valves etc. Work also includes digging/burying up to 1 feet depth in ground and in walls in all types of soil, soft & hard. Master or equivalent.	Rft	600
2	PVC Pipe	Providing and Fixing 4" dia UPVC pipe including all sanitary fittings from WC to Septick Tank for disposal of laterine waste water. Dadex, Master or equivalent-Class.	Rft	175
3	PVC Pipe	Providing and Fixing 3" dia UPVC pipe including all sanitary fittings from WC to Septick Tank for disposal of laterine waste water. Dadex, Master or equivalent-Class.	Rft	167

4	Indian WC	Providing and fitting glazed earthen ware water closet (WC), squatter type (Orissa pattern) combined with foot rest, medium size, including fixing 1/2" Φ Tee cock with supply pipe for flush tank, J-pipe for WC, flush tank, P-Trap, standard size, 2" Ø UPVC pipes as vent pipe of toilet with fly screening head/cap, socket, elbow, Reducer as required for fittings of approved quality. Complete in all aspects. white in colour Porta, Faisal or Master.	No	10
5	English Commode	Providing and fixing western commode from PORTA Model # HD113A or equivalent (Material Porcelain) One-Piece Toilet Hydraulic Seat Cover White S-Trap Centre of Drain 300MM (12") Size: Height =685MM Length = 645 MM Width = 410 MM The cost includes all the fittings with sewerage pipes and connection with P-trap etc complete in all respects and/or as directed by the Engineer.	No	1
6	Hand Wash Basin	Providing and Fixing glazed earthen ware wash hand basin (WHB) white in color of Porta or Bright, complete, size 56x40 cm (22"x16"), including pedestal, bracket set, Side Pillar Cook Water Tap, waste coupling, 1-1/4" Φ strainers, 1-1/4" Φ drain pipe, soap dish, complete in all respects:	No	5
7	Basin Mixer	Chrome Plated(CP) Stainless steel dual way basin mixer	No	11
8	Bib Cock	Providing and fixing 1/2" Φ brass stop/bib cock (water taps) of approved quality for toilets (new and existing).Porta, Faisal or Master.	No	25
9	Double tap with Muslim shower	Chromium plated double bib-cock of 1/2" dia with steel Muslim Shower. Porta, Faisal or Master.	No	21
10	Mirror for Basin	Providing and fixing of mirror set along with soap tray, plastic tissue holder box, toilet roll holder etc.	No	7
11	Floor Truff Jalli	Supply and Fixing of CP floor Truff Jalli 4"x4" complete work	No	14

12	Steel ventilators	Providing and fixing 18-20 SWG of steel ventilators of 2'x1' in size using 1"x1" angle iron frame, including all necessary steel fittings hold fasts and two coats of synthetic enamel paint in addition to one coat of primer/rust proof paint complete work.	Each	4
13	Water Tank	Supplying and Fixing Polyethylene Water Tank 1500 litres (Horizontal) made from food grade FDA Certified raw material, 5 layers UV stabilized, inert with water, anti-fungus and anti-bacterial and have a service life of more than 10 years. Connection with existing water line including pipe & all fitting (inlet/outlet valves and automatic valve in tank, tee, elbow, union, sockets etc.), proper overflow connection with the drain. Fixing of water tank on tee iron stand with approved color. Complete in all aspects.	No	1
14	Visibility plate	Visibility plates 1.5'X1.5', 18-20 SWG, stainless steel, holes for nails Complete Write up as per instruction of client, including fixing work complete in all aspects	No	5

Note:

1. Payment details of the supplier must be clear stated e.g. to whom cheque should be addresses and if necessary.
2. Bidders can apply for a complete single or multiple Lots. "IDEA" reserves the right to divide the order Lot wise. (Partial applying in a lot will not be considered)
3. Payment will be made after successful completion of the work endorsed and verified by the concerned Engineer.
4. Suppliers who do not receive written feedback within 2 weeks after expiry of the IFT deadline have not been successful, and will not be informed in writing or via email.
5. In case of calculation mistakes from the bidder in the submitted tender document, the unit price will be conserved.
6. The envelope should have the name, address and contact details of the addresses and the addressors.
7. The bidder shall specify validity in days, the submitted bid IDEA may under exceptional circumstances request for extension in bid validity which shall be for not more than the period equal to the period of the original bid validity.
8. Collusion between the firms is strictly prohibited. Any firm / group of firms found involved in creating a cartel or any other collusion arrangement against the interest of the project, will be blacklisted and debarred
9. Contract will be signed with the successful bidders and its terms and conditions will govern the executive of the contract.
10. In case a public holiday is announced by the Government (due to any reason) the tender will be opened the next working day at the same time and venue.
11. A pay order/ demand draft in favor of "IDEA" with a value of 5% of the Bid Security is required.
12. The Supplier must quote only one option for each item. Bids received with more than one options and rates may be rejected.

13. Tender committee reserves the right to change the quantities or cancel/reject any or all offers by assigning cogent reason.
14. All charges, taxes, dues and contribution imposed by whatever authority in relation to this contract will be the sole responsibility of the Supplier. All applicable Government taxes at admissible rate shall be deducted at source by IDEA from Supplier and quadruplicate copy of the IT receipt shall be provided to the Supplier if required on written request.
15. Suppliers must not be engaged in any corrupt, fraudulent, collusive or coercive practices including but not limited to applying/ bidding by multiple names / companies. If any bidder is found to be involved in such practices his/her bid may be rejected and the companies in question permanently black listed

1. Closing date and time for submission of tenders

7/11/2023 at 02.00PM

2. Submission of tenders

House # 02, Street # 01, Palosai Road Rahat Abad, Peshawar

3. Schedule and work completion

All supplies and work will be required to complete within 60 days.

4. Language of offers

All tenders' documents shall be written in English language. Overwriting in the proposal is strictly prohibited.

5. Period of validity of offers

All bids must be valid for 60 days from the tender submission date.

6. Currency

Pakistani Rupee

7. Terms

The prices must be inclusive of all applicable taxes, loading unloading charges with transportation to mentioned location.

IDEA reserves the right to change the required quantities or minor Specification accept or reject any or all tender forms without assigning any reason.

Type of contract

Supplies & Services Contract

8. Content of tenders

- Technical Specification (experience)
- Financial Offer
- Signed Tenderers Declaration
- Company Certificate of Registration
- Completed 'Tenderers Relevant Experience Form'
- Script.

9. Opening of tenders

Tender will be opened at **House # 2, Street # 1 Rahatabad Peshawar, at November 07, 2023 at 02.30PM** in the presence of vendors or their representatives, who wish to witness the tender opening.

10. Sample Inspection

As per criteria the top three qualified bidder shall submit samples for inspection. The samples will be return on request of supplier after 15 days after successful completion of work.

11. **Performance Guarantee**

Bid security of the selected supplier/vendor/company will remain as a performance guarantee. This Guarantee amount will be released after the successful completion of the contract.

12. **Evaluation of tenders**

Lowest price will not be the sole criteria; good quality items & previous experience will also be considered.

13. **Cancellation of the tender procedure**

Tender evaluation committee reserves the right to change the quantities cancel/reject any or all offers without assigning any reason.

14. **Appeals Process**

Bidders reserve the right to make an appeal against the decision of the tender committee. The appeals should be in writing and for the attention of the Director Programm within 5 working days.

15. **Data protection**

IDEA guarantees that all procurement activities are fully and transparently documented for internal or donor audit purposes. IDEA guarantees confidentiality of the procurement process.

16. **SELECTION CRITERIA**

a. All the bids shall be evaluated under single stage one envelope procedures, where all bids will be opened and evaluated as per the set mandatory eligibility criteria. The bidders who fulfilling the mandatory Criteria and offering the lowest rate for the required items will be consider for further proceeding.

b. Final Evaluation:

Contract will be awarded to the bidder who fulfils the basic eligibility criteria and offer the lowest bid and provide the sample according to required specification duly approved by the inspection committee will be consider as a successful bidder.

17. **TOR for Vendor**

- A complete firm information will be submitted to IDEA with the tender form.
- The procuring entity may offer for re-bidding in case the proposal does not satisfy its professional requirements.
- The Supplier must quote only one option for each item. Bids received with more than one options and rates may be rejected.
- In case of calculation mistakes from the bidder in the submitted tender document, the unit price will be conserved.
- The envelopes should have the name, address and contact details of the addresses and the addressors.
- Suppliers who do not receive written feedback within 1 weeks after expiry of the IFT deadline have not been successful, and well not be informed in writing or via email.
- Collusion between the firms is strictly prohibited. Any firm / group of firms found involved in creating a cartel or any other collusion arrangement against the interest of the project, will be blacklisted and debarred.
- All charges, taxes, dues and contribution imposed by whatever authority in relation to this contract will be the sole responsibility of the Supplier. All applicable Government taxes at admissible rate shall be deducted at source by IDEA from Supplier and quadruplicate copy of the IT receipt shall be provided to the Supplier if required on written request.