

F. No. 42 (08)-SFP/ 2021-22
Government of Pakistan
M/o National Food Security & Research
Fisheries Development Board
(Pilot Shrimp Farming Cluster Development Project)

TENDER DOCUMENTS

REGARDING

Items for Shrimp Hatchery Operations

Through Open Competitive Bidding

(Single Stage Two Envelope Procedure)

Tender No:	002-SFP-21-22
Tender for:	Items for Shrimp Hatchery Operations
Deadline for Questions:	11:30 AM local Islamabad time on September 21 st , 2021
Due Date:	12:00 PM local Islamabad time on September 21 st , 2021

Fisheries Development Board
Ministry of National Food Security and Research
Government of Pakistan
Plot No. 12, Orchard Scheme, Murree Road
Islamabad

INVITATION FOR BIDS

To: _____

Subject: **SUPPLY OF ITEMS FOR SHRIMP HATCHERY OPERATIONS**

Dear Sir,

TENDER DOCUMENT

Fisheries Development Board (FDB) is implementing a mega PSDP funded project titled "Pilot Shrimp Farming Cluster Development Project". FDB intend to renovate / make functional Shrimp Hatchery of Gove of Sindh to impart trainings to private and public sector. Fisheries Development Board (FDB) invites you to quote/bid under single stage two-envelope procedure (one technical and other financial) to supply as detailed in Annexure B. Offers/proposals must be submitted on company's letterhead with complete specifications of offered equipment/item. Offers quoted without a form of a bid, bid security will be rejected.

For all questions and queries, please contact **Ms. Ayesha Zia, Admin & Accounts Officer on ayeshazia.fdb@gmail.com Telephone: 051 – 9330560, 9330562**

Annexures include:

ANNEXURE: A: TERMS & CONDITIONS

ANNEXURE: B: ITEMS TO BE PROCURED

ANNEXURE: C: BID FORMAT

ANNEXURE: D: TECHNICAL OFFER

ANNEXURE: E: FINANCIAL OFFER

ANNEXURE: F: PRELIMINARY SCREENING FOR PROPOSALS

ANNEXURE: G: TECHNICAL EVALUATION CRITERIA

ANNEXURE: H: FINANCIAL EVALUATION CRITERIA

ANNEXURE: I: WARRANTY/GUARANTEE CERTIFICATE

Annexure-A.

Terms and conditions

1. The bids comprise a single package containing **two separate sealed envelopes** are required to be delivered at Fisheries Development Board office, Islamabad latest by **11:30 hours on September 21st, 2021**. Tenders will be opened on same date at **12:00 hours** in the presence of bidders who desire to attend. Each envelope shall contain separately the financial proposal and the technical proposal. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion. Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened. The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency (FDB) without being opened. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.
2. Sealed tenders addressed to the Project Manager (SFP), Pilot Shrimp Farming Cluster Development Project, may be dropped in the tender box or mailed through courier, registered post; but it must be ensured that the same reaches our office well in time as late offers will not be considered. The envelopes should be marked clearly with the following information.

Tender No:	002-SFP-21-22
Tender for:	Items for Shrimp Hatchery Operations
Due Date :	September 21st, 2021
Offer :	Technical and Financial

3. **Rates:** The bidder should quote their rates for:-
 - i. Delivered Duty Paid (DDP)/Free Delivery, at Karachi Office inclusive of all Govt. taxes. Details of such taxes to be provided.
 - ii. The bidder should indicate their NTN NO. & Sales Tax registration number.
 - iii. Offer shall be made as per our demanded specs or equivalent.
4. **Earnest Money:** Financial offer must be accompanied with **02%** of total bid value in the form of pay order/ call deposit/ Demand draft in favour of Fisheries Development Board. No offer will be entertained without earnest money. The Earnest Money will finally be adjusted/ refunded on completion of the contract. At any stage if the purchaser feels that the bidder has provided wrong information or the samples are not provided as per the specifications mentioned in their offer, the earnest money will be forfeited.
5. **Delivery, Installation and testing:** Items must be delivered within 90 days after issuance of Purchase Order. Delivery of the ordered items at the Karachi premises will be Supplier's responsibility

6. **Country of origin:** Must be mentioned on the technical quotations.
7. **Validity:** The offer shall remain valid for our acceptance for 90 Days from the date of opening of tender.
8. Taxes:
- i. GST/CED will be paid by the Fisheries Development Board to the SUPPLIER'S on production of a separately numbered 'Tax Invoice' showing the amount of sales tax and other details under section 23 of Sales Tax Act-1990.
 - ii. As per in vogue GST SRO, 20% of the 17% GST amount will be retained by the FDB and later on submitted in the FBR / Government Treasury, where as 80% of the 17% GST will be paid to the Supplier for onward deposition in FBR/Government Treasury.
 - iii. Income tax will be deducted as per rule.
 - iv. Any change in taxes/ duties levied by Govt. after opening of bids will be on account of bidder. No change in offer will be accepted later on.
9. **Payment:** All payments will be made through crossed cheque in favour of the **SUPPLIER** in Pak Rupees. The payment mode will be "100 % Payment after Delivery" after satisfactory performance in every aspect and inspection.
- Note:** Any representation for the delay of payment will not be accepted, until complete required documents have not been received. (Countdown starts when Store receives complete documents).
10. **Late Offers:** The quotations received late (after opening the tender) will not be considered. Cutting/ over writing are not allowed, unless/ until authenticated under proper signature of the authorized person.
11. Publication/Literature/Catalogue in Hard Copies/CDs will be provided along with offer. Moreover the supplier will be bound to provide the following.
- Maintenance Spares to be provided (if applicable).
 - Essential Running Spares to be provided (if applicable).
 - Certificate of Test Data/Calibration will be provided (if applicable).
12. FDB reserves the right to increase / decrease the quantity as per requirements.
13. Bids will be evaluated in a manner that the items will bring "**value for money**" to the organization. Offers with lower specifications than demanded specs will be liable for rejection.
14. FDB may ask the lowest bidder for any clarification/providing of documents for satisfactory evaluation of offer (if applicable).
15. Those firms are not eligible to participate in the tender whose deliveries of stores are pending/ delayed against any FDB purchase order.
16. Conditional bids may be liable for rejection. Offers with incomplete documentation will be rejected.

17. The Bidder should provide a "Certificate" that firm has never **been black listed** which will be submitted on stamp paper of valuing Rs. 20/-
18. Both technical and financial offers must be submitted in two separate sealed envelopes. Each envelope should contain the documents as under:

<u>Technical offer:</u> <ol style="list-style-type: none"> i. Bid Format as per Annexure-C. ii. Technical quotation on letterhead without prices on format given at Annexure-C iii. Complete technical catalogues/CDs/broachers etc. 	<u>Financial offer:</u> <ol style="list-style-type: none"> i. Financial Quotation on letter head with prices on the format as per Annexure-E. ii. 02 % earnest money.
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19. **Failure & Termination:** In case the supplier / contractor failed to deliver the stores within specified delivery period, FDB shall have the following options:-

- i. To recover liquidated damages @ 2% of total purchase order value per month or part thereof will be imposed. The maximum limit of liquidated damages will not exceed 10% of contract value. Such damages shall be recovered from the bills, earnest money and or by withholding any amount due to be paid against this or any other purchase order.
- ii. To purchase from elsewhere, without notice to 'the supplier' but at his/her risk and cost, the stores not delivered within the stipulated period and to recover excess value so paid by FDB from supplier's bills or from security and or to cancel the contract at his/her risk and cost.

20. **Blacklisting:** If the supplier failed to execute order as per laid down terms and conditions in the tender/order or the performance is not satisfactory or are found to be indulging in corrupt or fraudulent practices, the action for blacklisting of firm/ supplier/ contractor will be taken as per PPRA rule 19. In case of any dispute, the case will be referred to PAO (MNFSR), whose decision will be final as per PSDP projects.

21. FDB reserves the rights to accept or reject any or all tenders as a whole or in part as per PPRA Rule 33 (1). The decision in this regard will be firm, final and binding on all bidders.

Annexure-B.**ITEMS TO BE PROCURED**

SHRIMP FEED			
Sr. No.	Name	Quantity	Expiry
1	Crumber	10kg	9 months - 1 year
2	Crumber	25kg	
3	Crumber	25kg	
4	Pellet	25kg	
5	Pellet	25kg	
6	Pellet	25kg	
7	Pellet	25kg	
NATURAL SHRIMP FEE0D			
8	Dry Artemia Cysts (85%)	2kg	9 months - 1 year
9	Dry Artemia Cysts (80%)	2kg	
10	Dry Artemia Cysts (80%)	2kg	
11	Frozen Bloodworm	2kg	
CHEMICALS PRODUCTS			
12	NaNO3	1kg	2 – 3 years
13	NaH2PO4 . H2O	1kg	
14	Na2O3Si . 9H2O	1kg	
15	FeC13 . 6H2O	1kg	
16	EDTA-Na2	1kg	
17	vitamin b1	25gm	
18	vitamin b12	1gm	
19	Biotin	5gm	
20	CuSO4.5H2O	1kg	
21	znso4 7h2o	1kg	
22	Na2MoO4 2H2O	500gm	
23	NK4)6Mo7O24 . 4H2O	500gm	
24	MnCl2 . 4H2O	500gm	
25	CoCl2 . 6H2O	500gm	
26	KNO3	1kg	
BROOD STOCK			
27	Shrimp brooder (Litopanaeus Vannamei)	50 Pairs	Healthy Condition

The supplier will deliver the Shrimp Brood stock in live and healthy condition which should survive in the local condition for 48 hours.

Note: The cost of items would be evaluated on item wise basis. Pictures of the quoted items must be attached for evaluation. A convenient storage bag with hand shoulder strap will be provided to store all above mentioned individual kits and other items.

Annexure C:

(To be printed on Company's Letterhead)

Bid Format

Tender No: 002-SFP-21-22

Due Date: September 21st, 2021

1. Bid Bond Value : _____
(To be attached in original with Technical offer)
2. Complete Technical specifications : _____ YES/NO
& catalogue attached.
3. Delivery Schedule : _____
4. Validity of Acceptance : _____
5. Country of Origin : _____
6. Guarantee/ Warranty : _____ YEARS
7. Company full address : _____
Contact Person : _____
Cell # : _____
8. Acceptance of terms & conditions : _____ YES/NO
of tender without any condition.

Sign & Seal

Annexure-D

(To be printed on Company's Letterhead)

TECHNICAL OFFER

Tender No : 002-SFP-21-22

Due Date : September 21st, 2021

S/No	Description	Qty No	Yes	No	Alternative Offer

Undertaking: We have carefully read the terms and conditions mentioned in tender documents. We accept all these terms & conditions.

Signature: _____

Name: _____

Designation: _____

Stamp: _____

Annexure-E

(To be printed on Company's Letterhead)

FINANCIAL OFFER

Tender No : 002-SFP-21-22

Due Date : **September 21st, 2021**

S/No	Description	Qty No	Unit Price (to be quoted excluding GST)	Total Value
1.				
2.				
3.				
4.				
5.				
Total Value:				
GST Amount:				
Net Total Value:				

Undertaking: We have carefully read the terms and conditions mentioned in tender documents. We accept all these terms & conditions.

Signature: _____

Name: _____

Designation: _____

Stamp: _____

PROPOSALS EVALUATION USING QUALITY AND COST BASED SELECTION (QCBS)

Summary of Procedure:

The evaluation methodology for QCBS consists of three stages mentioned below:

Stage 1: A preliminary screening, to eliminate proposals which do not comply with the basic requirements of the bidding document and bidders who do not meet mandatory eligibility requirements mentioned in **Annexure-F**. All such bids will be rejected without any further evaluation.

Stage 2: A detailed technical evaluation of the bids who qualified the first stage to assess the quality of proposals, using a merit point system mentioned in **Annexure G**. Technical proposals which do not meet the specified minimum score mentioned in **Annexure G** will be eliminated

Stage 3: A financial evaluation as per **Annexure H**. Bidder who quoted lowest price would be awarded the contract / Supply order.

Preliminary Screening for Proposals**Method of Evaluation Used: Quality and Cost Based Selection (QCBS)****Name of the Firm:****Preliminary Checklist:**

Sr/N	Item	Submitted	No.
1.	NTN Certificate		
2.	Earnest Money (2 %)		
3.	Undertaking Form for not being black listed		
4.	Financial soundness certificate from scheduled bank/Bank Statement		

Remarks:**1. Selected for Technical evaluation**☐**2. Rejected on the basis of not providing mandatory documents**☐

Technical Evaluation Criteria
Technical Evaluation of Proposals

Method of evaluation of technical proposal = Pass/fail

The Technical Evaluation will include

1. Review of original Bidding Documents to know what to evaluate
2. Review of Preliminary Examination Form
3. Technical Evaluation
 - a. To examine each bid for modifications, exceptions and interlineations (notations written between the lines of the original bidding documents) regarding:
 - i. Compliance with technical specifications provided in the bidding documents.
 - ii. Compliance with general and Special Conditions of Contract included in bidding documents that are related to technical specifications. For example, contract requirements for pre-shipment inspection, sampling and testing.
 - b. To list and cross-reference deviations from bidding documents and indicate whether or not they are acceptable or unacceptable along with the reasons.
 - c. For each bid to record and document findings regarding compliance with technical specifications.
 - d. If bidders are required to submit samples for inspection and/or testing, it is the procurement unit's responsibility to facilitate arrangements for any necessary testing to be done at a qualified government testing laboratory or at a pre-qualified independent testing laboratory and obtain written reports.
 - e. Summarize findings and provide overall comments on the technical evaluation. A sample summary table for recording information about the technical evaluation may be found in Annexure 34. A list of the actual technical specifications must be incorporated into this schedule.
4. Assess Eligibility of Bidder
 - a. Check the PPRA website for a list of debarred firms.
 - b. Confirm the eligibility of each bidder and the goods offered.
 - a. If pre-qualification has taken place, only bids from pre-qualified bidders can be considered.
 - b. A bidder may be disqualified if it has been placed on a debarment list by GOP.
5. Examine Bids for Completeness:

About the completeness of the bid. Real bidding documents will include additional issues that should be addressed during the bid completeness examination.

 - a. To review the bids and note if any are incomplete or deviate from the original documents.
 - a. Unless the bidding documents have specifically allowed bidders to quote for only select items or for only partial quantities of an item, bids not offering all of the required items (both type and

quantity) will ordinarily be considered nonresponsive. This decision requires *significant judgment*.

- b. Changes or additions to the bidding document by the bidder are usually treated as deviations, but may be acceptable if they are simply corrective, editorial or explanatory. This also requires *significant judgment*.

6. Result sheet:

- a. To declare the bid responsive or non-responsive

Technical Evaluation Sub-Schedule

Name of Item: _____

SNo.	Specification per Bidding Document	Remarks (acceptable, unacceptable, - if unacceptable, provide reasons)

Offered Product's Brand Name: _____

Overall Comments:

(If product mentioned above is other than what was specified in the bidding documents, please state whether or not the substituted product offers substantial equivalence in critical performance parameters or in other requirements.)

Signature of technical expert_____

Date_____

Financial Evaluation Criteria
Financial Evaluation of Proposal

Name of Firm:

S/No	Description of items	Qty No	Unit Price (to be quoted excluding GST)	Total Value
6.				
7.				
8.				
9.				
10.				
Total Value:				
GST Amount:				
Net Total Value:				

(To be printed on Company's Letterhead)

Warranty/Guarantee Certificate

Name of Bidder _____ Bid Reference Number _____ Page
_____ of _____

1. We hereby guarantee that the goods supplied against the above contract are in all respect in accordance with the relevant specification and terms of the contract and that the materials used, whether or not of our manufacture, are in accordance with the latest approved standard specifications complete, are of good workmanship/quality throughout, and that we replace free of cost, article or part thereof which before use or in use, be found defective, or not within the limits and tolerance of specification requirements or in any way not in accordance with the terms of the contract.

2. In case of our failure to replace the defective stores free of cost within the period specified below, we will refund the relevant cost.

3. The warranty period will start after the receipt of stores by the consignee/installation of the equipment.

(Note: Please attach separate sheet mentioning the type of warranty offered and duration of the warranty period in the proposal by indicating the equipment, services, service point / place, and logistics / transportation covered under warranty – detail is required)

Seal Signature & Stamp _____

Name _____

Designation in Firm _____

Date _____