
INVITATION FOR TENDER

Date: October 5, 2024

Tender Ref #DF/WAP/6CW-21/IFT0001

Tender Subject: Procurement of supplies and services (include. Construction) of Zero Liquid Discharge (ZLD) & Sewerage Treatment Unit (STU) Modeling in RHC 53/M (Any other HCF) District Lodhran, Punjab – Pakistan

Doaba Foundation (**Contracting Authority**) is a non-governmental organization working with the vision “Disaster prone communities becoming self-reliant in pursuit of their common interests”. Doaba is implementing ZLD Modeling in district Lodhran with the technical & financial support of Water Aid Pakistan. For more detail refer to Doaba Foundation website;

Website: www.doabafoundation.com

Doaba Foundation would like to invite competent, certified, qualified and experienced bidders/suppliers who can accept the challenge to deliver quality supplies and services with according to following scope, timeline, terms and conditions.

1. Scope of Tender:

Doaba Foundation requires supplies and service for ‘RHC 53/M (any other HCF in Lodhran) is faced with several environmental issues which stem from the undrinkable groundwater quality due to high salt contents, improper hospital wastewater and rain water management. Water Aid & Doaba Foundation, the international development partners engaged in helping the communities to achieve clean water, proper sanitation and good hygiene has stepped in to resolve the environmental issues faced at RHC 53 M. Water Aid & Doaba Foundation has already installed 500 liter per hour Reverse Osmosis (RO) for making the groundwater drinkable, Incinerator for the safe disposal of hospital solid waste and built Toilet Block at RHC 53/M Water Aid & Doaba Foundation now intends to introduce and implement Rainwater Harvesting (RWH) and Zero Liquid Discharge (ZLD) concepts at RHC 53 M for the proper management of wastewater and storm water in line with Water Aid's approach of water conservation to improve WASH services.

RWH and ZLD concepts and technologies are focused on the reuse and recycling of the rainwater and wastewater leaving no water for disposal outside the system where it was generated and utilizing the rainwater and treated wastewater for ground water recharge for preventing rapid decline of groundwater table. Considering environmental, accessibility, safety and security. Health and Safety at construction sites must be ensured by contract or that includes restriction of entry to construction site for irrelevant people, providing personal protection equipment (PPE) to labors, technicians, supervisors etc. PPEs minimally include items for head protection, foot protection, hand protection, Face/Eye protection, work visibility shirts etc. Geographical outreach of sites/Healthcare facilities would be approximately 40 KM on average from Tehsil & District headquarter of Lodhran.

Doaba Foundation reserves the right to make lots of tender, award tender, increase or decrease in number of deliverable units, change of HCF and cancellation of tender considering reasons whatsoever (i.e. timeliness, quality delivery, specialized offer of bids, cost effectiveness and any uncertain change).

2. Guidelines for tender:

By submitting a tender, tenders fully and unconditionally accept the conditions of this call for tenders, which will constitute the governing the contract as the sole basis of this tendering procedure, whatever the tender own conditions of sale may be, which they hereby waive. Tender are expected to examine carefully and comply timelines with all instructions, forms, contract provisions and specifications contained in this tender dossier. Failure to submit a tender containing all the required information and documentation within the deadline specified will lead to the rejection of the tender. No account can be taken of any remarks in the tender relating to the tender dossier; remarks may result in the immediate rejection of the tender without further evaluation.

To be eligible to take part in this tender procedure, tender must prove to the satisfaction of the Contracting Authority that they comply with the necessary legal, technical and financial requirements and have the means to carry out the contract effectively. Participation is open to neutral persons, participating individually of tender, Company, and Firm.

The foreseeable timetable for this procedure is as follows:

	DATE	TIME in PST
Deadline for requesting clarifications from the Contracting Authority	15-10-2024	12:00 PM
Last date on which clarifications are issued by the Contracting Authority	17-10-2024	05:00 PM
Deadline for submission of tenders	20-10-2024	05:00 PM

Please note that the contents of this tender document are subject to change.

3. General terms and conditions

All offered commodities must be sound, fair and in merchantable quality. The quality must be in line with the specifications stated in this tender.



- Timely arrival in accordance with the negotiated delivery periods is of almost important.
- Firm/Company registered from Pakistan Engineering council and fall in C-6 category
- Partial shipments are not allowed without authorization of the Contracting Authority
- The Contracting Authority holds the right to change quantities and slight changes to the technical specifications.
- The origin of all products required to be indicated in the offer. (Brand, specifications, other technical details)
- In case an alternative to the specified items is offered, this must be clearly indicated and excessively documented.
- Doaba Tender committee has reserve the right without any condition/justification to award complete tender to single bidder or award different lot/s (complete lot/s) to different bidders.

- Lowest bid will not be the Sole/only criteria, relevant experience of the bidder’s company, quality of sample/technology offered, and delivery time will also be considered for the successfulness of bidder
- Bid security: Selected tender must have to submit 5% Performance/Demand draft before signing the Purchase order/agreement/contract.

4. Guidelines to Quote against of Bill (Estimates) of Quantity:

Please follow the guidelines to prepare the bill of quantities:

- 4.1 The Bidders must submit the tender for all items.
- 4.2 Carefully read each item and fill the unit rate and total amount accordingly.
- 4.3 Avoid the cutting and overwriting. In case of any cutting the unit rate will be considered only.
- 4.4 Bidders are encouraged to quote competitive prices/rates of each item.
- 4.5 Banned products/brands by the Government of Pakistan should not be accepted
- 4.6 Please follow the BOQs Civil work ZLD Modeling in Annexes,

a. ANNEX-1 for BOQ Civil Work.	 Annex-1.pdf http://doabafoundation.com/?attachment_id=6250
b. ANNEX-2 for Drawings.	 Annex-2.pdf http://doabafoundation.com/wp-content/uploads/2024/10/Annex-2.pdf

5. Marking and labeling

Marking and labeling is required where applicable and guided by manufacturer and safety standards.

6. Packaging and picking

For all items the packaging must be appropriate to the nature (size, weight) of the items and reach international standards. The packaging should avoid transport damages and protect from bad weather conditions. Costs of picking (Loading Unloading) and packaging and transportation must be included in the unit price of each item.

7. Samples/Pictures/Specifications

Samples will be requested only from shortlisted bidders. Tendered who presents their bids after stipulated time or incomplete bids will be excluded from the tender evaluation process. The property of the samples remains to tendered/sender and are to be delivered and collected at the cost of the tendered. After tender evaluation, the samples can be collected at the address of sample delivery. If not collected within 07 days of the closing of the tender the property of the samples will be changed to contracting authority.

8. Delivery conditions

8.1: All transport details (Origin, City of Loading and Routing) must be indicated within the offer. Cost for transportation can be stated separately or included in the price of items. Partial shipments/delivery services without authorization of the Contracting Authority are not allowed. Each shipment/delivery of services must be announced with prior notice.

8.2: It is responsibility of bidder to safely provide the items/shipment/delivery of services at required/notified sites

8.3: The delivery of supplies and services will be required according to delivery schedules mentioned in Purchase Order/Agreement. Faster delivery is appreciated; therefore, clearly indicate your delivery date in calendar days in the offer.

9. Weight and dimensions of the consignment

Bidders are required to indicate the total weight per item, as well as the total weight and dimensions per item.

10. Prices

All prices in your quotation must be indicated in Pakistan Rupees (PKR). Quotations stated in other currencies will not be considered in the awarding process.

The analysis of the offers will be performed in Pakistani Rupees (PKR).

Prices need to include all taxes i.e; GST, WHT, insurance costs and all other applicable taxes by the government of Pakistan. Transport prices need to include transport tax.

11. Inspections

The Contracting Authority shall be entitled to inspect, examine measure and test the components, materials and workmanship, and check the progress of preparation, fabrication or manufacture of anything being prepared, fabricated or manufactured for delivery under the contract, in order to establish whether the components, materials and Workmanship are of the requisite quality and quantity. This shall take place at the place of manufacture, fabrication, preparation or at the place of acceptance or at such other places as may be specified in the Contract.

For the purposes of such tests and inspections, the Contractor shall:

- a) provide to the Contracting Authority or his representative, temporarily and free of charge, with such assistance, test samples or parts, machines, equipment, tools, labour, materials, drawings and production data as are normally required for inspection and testing;
- b) Provide access to the Contracting Authority or his representative, at all reasonable times to the place where the tests are to be carried out.

This inspection on quality and quantity shall also be executed by an independent surveyor company at time and place prior or at loading / unloading (before shipment to the warehouse). One inspection per supplier will be on account of the Contracting Authority. Any additional inspection shall be on account of the Supplier. Goods not meeting agreed quality will be rejected. In case goods are rejected, the Supplier will contractually be obliged to pay already incurred fees for rejected goods and also for such fees which will become payable to the inspection company due to multiple interventions and/or fruitless visits and for goods inspected but eventually remained unshipped.

12. Personal Protective Equipment and Safety at Site

Contractor is responsible for providing all his workers working on site with personal protective equipment. The Contractor is bound to ensure the safe construction practice which includes barricading the site. The Contractor is bound to ensure the safety of his workers if any of the PPE violation found by the Engineer, Contractor will be awarded with a warning. Repetitive violations can cause suitable penalty to the Contractor. PPEs minimally include items for head protection, foot protection, hand protection, Face/Eye protection, work visibility shirts etc. and site restriction for the entry of unwanted persons, through red & white tap

13. Danger Signs to be provided by Contractor

Lights for illumination, danger signs for warning, and information / cautionary signs in approved colors and sizes shall be provided by the Contractor wherever required at his own cost on the barriers as directed by the Engineer.

14. Period of Maintenance

The “Period of Maintenance” shall be of twelve (12) days duration unless otherwise specified in the Special Conditions of the Contract, calculated from the date of completion of the Works stated in the Certificate of Substantial Completion issued by the Engineer. In respect of any Section or part of the Works for which a separate Certificate of Substantial Completion has been issued, from the date of completion of that Section or part as stated in the relevant Certificate. The expression “the Works” shall, in respect of the “Period of Maintenance”, be construed accordingly.

15. Quantities

The quantities set out in the Bill of Quantities are the estimated quantities of the work but they are not to be taken as the actual and correct quantities of the works to be executed by the Contractor in fulfillment of his obligation under the Contract.

16. Variations

The Contracting Authority may introduce any variations to the form, quality or quantity of the work or any part thereof which he considers necessary and for that purpose or if for any other reasons it shall, in his opinion be desirable, he shall have power to order the Contractor to do and the Contractor shall do any of the following:

- a) increase or decrease the quantity of any work included in the Contract;
- b) omit any such work;

- c) change the character or quality or kind of any such work;
 - d) change the levels, lines position and dimension of any part of the Works; and
 - e) Execute additional work of any kind necessary for the completion of the works.
- and no such variation shall in any way vitiate or invalidate the Contract nor it will entitle the Contractor of any claims for compensation whatsoever, but the value (if any) of all such variations shall be taken into account in ascertaining the amount of the Contract Price.

17. Valuation of Variation

The Contracting Authority shall determine the amount (if any) to be added to or deducted from Contract Price in respect of any variation, addition, or omission made by his order. The valuation of any variation, addition or omission shall be calculated on the basis of the unit prices contained in the Bill of Quantities if in the opinion of the Engineer the same shall be applicable; if not then on the market rates. b) No deviation from specifications stipulated in the Contract or additional items of work shall be carried out by the Contractor unless the rates of the substituted, extra, altered or additional item have been approved in writing by the competent authority failing which the Doaba Foundation will not be bound to entertain any claim on this account.

18. Ordering Party

M/S Doaba Foundation, House # 02, New Model City, Behind Daewoo Cargo Office, Near Model Town Multan.

19. Consignee/Notify and Documents

Following documents must be submitted before tender closing:

- 19.2 Written/printed quotation on letterhead paper or on Tender document.
- 19.3 The pre-qualification documents (3 Pages) as in Annex 3 must be (properly filled, signed and stamped)
- 19.4 Copy of GST registration form or Sales Tax registration form, NTN, Minimum, Company profile. ISO certification (if available)
- 19.5 **Following documents will be requested from the Seller after the firm order:**
 - **Signed copy of the contract for acceptance.**
 - **Original Commercial Invoice**
 - **Performa Invoice (addressed to Consignee)**
 - **Original Waybills**
 - **Packing lists**
- 19.6 Expenses for commercial courier to be covered by the bidder/supplier.

20. Payment Conditions subject to services and supplies contract

- 20.1 Payment shall take place in the currency of the Contract.
- 20.2 Payments due by the Contracting Authority shall be made through cross cheque to the contractor.
- 20.3 Pre-financing will not be granted.
- 20.4 Payments will be made according to agreed contract schedule/installment.
- 20.5 **Penalties;** Delivery schedule will be negotiated and fixed in order. In the event of delay in delivery caused other than by force majeure, the Contracting Authority is entitled to make use of a penalty to 0.05% per calendar day of the total value of the consignment still to be delivered. The penalty will be deducted from the invoice. In the event of incomplete delivery caused by the Supplier, the Contracting Authority is entitled to deduct the losses from the invoice. In case of damaged cargo caused by inappropriate packaging the Contracting Authority reserves the right to deduct from the relevant order sum an amount according to the variance to the requested specification. In case the quality is not in line with specifications initially agreed by both sides, the Supplier must inform the Contracting Authority as soon as possible. Goods not meeting agreed quality can be rejected by the Contracting Authority, but if the Contracting Authority accepts these goods a deduction from the order sum and a penalty will be negotiated.

21. Award Criteria

- 21.1 We prefer one single supplier for all items/Lots but reserve the right to divide per items towards different suppliers (reasons what's so ever).
- 21.2 Bidders not providing all necessary documents, properly signed and stamped will be excluded.
- 21.3 Bidders are urged to provide recent (up to 2 years) references for similar markets.

22. Bid Evaluation process and criteria:

The Tender Committee will examine the tenders to ensure that they contain no amendment to the terms or any other (calculation) errors, in case there is any calculation mistake, unit price will be considered as base for the correction, to assist in the examination, evaluation and comparison of bids, the Tender Committee may, at its discretion, request clarification from the Doaba Foundation staff or consultant or Bidder. The following is the bid evaluation criteria;

- 22.1 **Timeline / Shortest time line to deliver all deliverables = 10%**
- 22.2 **Costing / Price of total bid = 55%**
- 22.3 **Sample's quality and branding etc = 15%**
- 22.4 **Company competence, experience and finial capacity = 20%**

Follow below checklist for the above weight age for 22.3 and 22.4;

- 22.4.1 Profile is mandatory (attach as an annex with the tender document)
- 22.4.2 Past Experience (Experience detail with reference)
- 22.4.3 Company Registration and NTN (attach Reg. certificate)
- 22.4.4 Non provision of samples, upon request for the contracting authority, will lead to disqualification of the bidders at this stage.

23. Tender submission conditions

- 23.1 The tenders, all correspondence and documents related to the tender exchanged by the bidder and the Contracting Authority must be written in the language of the procedure, which is English.
- 23.2 The offer must have a validity of minimum 30 days following the tender deadline.
- 23.3 The Contracting Authority, in Pakistan, must receive the tenders before **October 20, 2024** not later than 05:00(pm) PST in Office Address: House # 02, New Model City, Behind Daewoo Cargo Office, and Near Model Town Multan.
- 23.4 All tenders, including annexes and all supporting documents, must be submitted in a sealed envelope bearing only the above address. **The reference code of this tender must be written as “DF/WAP/6CW21/IFT0001”.**
- 23.5 The bid should be marked as 'Not to be opened before the tender opening session' **and** the name of the bidder should be marked properly.
- 23.6 One Bid/quotation must be submitted in hard sealed copy by one bidder only. Double submissions of bids, e-mail or fax-based bids will not be acceptable, and must be stand disqualified.
- 23.7 Bidders may change or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after the deadline. Withdrawals must be unconditional and will end all participation in the tender procedure.
- 23.8 Any such notification of alteration or withdrawal must be prepared and submitted in outer envelope must be marked 'Alteration' or 'Withdrawal' as appropriate.
- 23.9 Neither any costs, nor any reimbursements would be eligible by the bidder for preparing and submitting the tender. All such costs will be borne by the bidder.
- 23.10 Ownership of tenders: The Contracting Authority retains ownership of all tenders received under this tender procedure. Consequently, bidders have no right to have their tenders returned to them.
- 23.11 Suppliers who do not receive a written feedback in 15 days after expiry of the deadline understood that they have not been successful and will not be informed in writing.
- 23.12 For queries please follow the **Email Address:**doaba.procurement@gmail.com and **Phone #** 061-6212857,
- 23.13 **Please note:**
- a) The opening of the tenders is public and will be carried out by a procurement committee
 - b) After closing of the tender and bids are opened, calls regarding tenders results will not be entertained.
 - c) The tender reserves the right to reject any or all the offers and can split the tender among different bidders, or prefer single company/firm/bidder, and amounts may be subject to work changes.
 - d) The decision of the tender committee is final regarding the evaluation of the offers and not challengeable in any court/forum.
 - e) All the applicable taxes will apply as per Government of Pakistan tax rules and regulations; will be deducted by Doaba Foundation, the tender.

Annex 3

Supplier qualification (Bidder must be filled these information before sending tender document)

Company name	
Legal form	
Company Registration #	
Company National Tax Number	
Company ISO Certification #	
Number of employees	
Nationality of company	
Postal address	
Visitors address	
Telephone number	
Email address	
Website	
Name of Managing Director	
Sales & marketing contact person	
Range of services provided by the company (company portfolio)	
Remarks	

Note: Doaba Foundation carries out projects in the field of humanitarian aid and development cooperation which are also financed by the European Community, among others. Part of this qualifying process for our suppliers is the following declaration by your company (in accordance with European Union rules and conditions for the awarding of contracts for services, supplies of goods and construction services).

We, _____ (name of company: _____) hereby
declare that

- a) we are not in bankruptcy proceedings, judicial insolvency proceedings or in liquidation, that we have not ceased our commercial activities and are not in a comparable situation by virtue of similar proceedings referred to in the national legal provisions,
- b) we have not received a sanction by legally binding judgment for reasons which bring into doubt our professional reliability,
- c) we comply with our duty to pay social insurance contributions, taxes or other levies in accordance with the legal provisions of the state in which we have our office, the state of the consignee, or the state where the contract is performed,
- d) we have not received a legally binding sentence due to fraud, corruption, participation in a criminal association, or another act directed against the financial interests of the European Communities,
- e) no serious breaches of contract due to non-performance of our contractual obligations have been ascertained in connection with another contract or a contract awarded from the Community budget,
- f) we are providing you with all the information required in connection with participation in a tender,
- g) in respect of contracts which are ultimately paid for out of European Community funds, no one has accused us of breach of contract due to gross violation of our contractual obligations,
- h) we have not been excluded as a contract partner by the European Community due to ethical issues,
- i) we assure the European Commission, the European Anti-Corruption Bureau and the auditors of the European Community reasonable access on demand to our business and accounting documents for the purpose of checks and audits,
- j) we respect basic social rights and condemn child labor.

We support the goals of the United Nations Global Compact <https://www.unglobalcompact.org>

Date, company name, signature, name in block capitals, company stamp.

Declaration of Impartiality and Confidentiality

Publication ref: DF/WAP/6CW-21/IFT0001

I, the undersigned, hereby declare that I agree to participate in the evaluation of the above-mentioned [tender procedure][call for proposals]. By making this declaration, I declare that I am aware of the following:

1. Financial persons and other persons involved in budget implementation and management, including acts preparatory thereto, audit or control shall not take any action which may bring their own interests into conflict with those of Water Aid Pakistan and the Donor.

If such a risk exists, the person in question shall refrain from such action. He or she shall refer the matter to the authorising officer by delegation and inform his or her hierarchical superior. The authorising officer shall confirm in writing whether a conflict of interests exists. Where a conflict of interests is found to exist, the person in question shall cease all activities in the matter. The authorising officer by delegation shall personally take any further appropriate action.

2. For the purposes of paragraph 1, a conflict of interests exists where the impartial and objective exercise of the functions of a financial person or other person, as referred to in paragraph 1, is compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other shared interest with a recipient.

I hereby declare that, to my knowledge, I have no conflict of interest with the operators who have [applied to participate] [submitted a tender] for this contract, including persons or members of a consortium, or the subcontractors proposed.

I confirm that if I discover during the evaluation that such a conflict exists or might exist, I shall declare it immediately to the chairperson of the evaluation committee. In the case that such conflict is confirmed by the chairperson, I agree to cease from participating in the evaluation committee. I confirm that I have familiarised myself with the information available to date concerning this [tender procedure][call for proposals], including the provisions of the Practical Guide relating to the evaluation process.

I shall execute my responsibilities impartially and objectively. I further declare that, to the best of my knowledge, I am not in a situation that could cast doubt on my ability to evaluate the [tender(s)][application(s)].

I shall maintain the strictest confidentiality in respect of all information acquired as a result of my involvement in the evaluation process of the above-mentioned call, as well as any information relating specifically to the object of this call.

Declaration of Impartiality and Confidentiality,

I undertake neither to disclose such information to any person who is not already authorised to have access to such information, nor to discuss it with any person in any public place or where others could overhear it.

Name in Block letters,

Date,

Signature