



TENDER NOTICE

SEALED BIDS ON PRESCRIBED TENDER FORMS ARE INVITED FROM REPUTABLE FIRMS / MANUFACTURERS / AUTHORISED AGENTS / SUPPLIERS REGISTERED FOR INCOME TAX AND SALES TAX (WITH FBR & SRB) FOR SUPPLY OF THE FOLLOWING:

TENDER NO.	DESCRIPTION	TENDER SUBMISSION DATE & TIME	TENDER OPENING DATE & TIME	EARNEST MONEY (REFUNDABLE)
12	<u>SUPPLY OF PPE'S FOR EMPLOYEES</u> (AS PER DETAILS ATTACHED WITH TENDER DOCUMENTS). SUPPLIER MUST SUBMIT SAMPLES ALONG WITH BID FOR APPROVAL BEFORE DELIVERY.	UPTO 3:00 P.M. ON 6-10-2021	3:30 P.M. ON 6-10-2021	Rs.25,000/=

NOTE: VISIT IS MANDATORY TO WITNESS OUR SAMPLES.

TENDER FORMS ALONGWITH SPECIFICATIONS / DETAILS AND GENERAL TERMS & CONDITIONS CAN EITHER BE OBTAINED FROM ABOVE MENTIONED ADDRESS FROM 9:00 A.M. TO 12:00 NOON (MONDAY TO FRIDAY)) OR CAN ALSO BE DOWNLOADED FROM OUR WEBSITE: WWW.SECURITY-PAPERS.COM

TENDER FORM FEE IS RS.200/- (NON-REFUNDABLE).

IN CASE OF DOWNLOADED TENDER FORM, FEE WILL BE RECEIVED AT THE TIME OF SUBMISSION OF TENDER DOCUMENTS, FAILING WHICH TENDER DOCUMENTS WILL NOT BE ACCEPTED.

BIDDER MUST PRODUCE/SUBMIT COPY OF INCOME TAX AND SALES TAX REGISTRATION CERTIFICATES AT THE TIME OF PURCHASING TENDER DOCUMENTS, WITH REQUEST ON COMPANY'S LETTER HEAD. **SAMPLE(S) ALONGWITH THE BID MUST BE PROVIDED**

TENDERS WILL BE OPENED ON THE ABOVE-MENTIONED DATE AND TIME IN THE PRESENCE OF BIDDERS OR AUTHORIZED REPRESENTATIVES, WHO MAY WISH TO ATTEND. BIDS WHICH ARE CONDITIONAL, INCOMPLETE, AND THOSE RECEIVED AFTER DUE DATE, WILL NOT BE CONSIDERED. IN CASE OF HOLIDAY, BIDS WILL BE OPENED ON THE NEXT WORKING DAY.

THE COMPANY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL TENDERS AND / OR TO AMEND ANY OF THE TERMS AND CONDITIONS, WITHOUT ASSIGNING ANY REASON, AS PER RULE.

N.B: SUPPLIERS / REPRESENTATIVES WHO WILL PARTICIPATE IN THE TENDER SHOULD BE VACCINATED(COVID-19).OTHERWISE THEY WILL NOT BE ALLOWED TO ATTEND BID OPENING PROCESS.

SR.GENERAL MANAGER



TENDER NOTICE

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12	<u>SUPPLY OF PPE'S FOR EMPLOYEES</u> (AS PER DETAILS ATTACHED WITH TENDER DOCUMENTS). SUPPLIER MUST SUBMIT SAMPLES ALONG WITH BID FOR APPROVAL BEFORE DELIVERY.	Upto 3:00 P.M. on 6-10-2021	3:30 P.M on 6-10-2021	Rs.25,000/=

PREAMBLE FOR THE TENDER

1. Tenders are invited for the procurement of items listed in the TENDER FORM. Items are for the Security Papers Ltd. (SPL) factory located at Jinnah Avenue, Malir Halt, Karachi. Tenders are subject to the Terms and Conditions shown (these form part of the Tender Documents), Tender Forms are available at the reception of SPL main gate, on payment of Rs.200/= (non-refundable).
2. Interested bidders are required to submit tenders in prescribed form, along with a Bank pay Order/Demand Draft from a Scheduled Bank, for above mentioned respective amount **as Earnest Money**. Bank pay Order/Demand Draft, must be in favor of **"SECURITY PAPERS LIMITED"**. Complete documents must be received by above schedule for each tender. The Tenders will be opened immediately thereafter in the presence of persons who submitted tenders and who happen to attend the tender opening.
3. The company may utilize earnest money received from successful bidder as part of security deposit from the date of its receipt till completion of purchase order when the Earnest Money will be refunded against the application in writing from the suppliers/contractors.
4. The envelope containing a quotation shall be properly sealed and a reference Tender No. must be mentioned on the envelope (besides the firm's name etc.) to facilitate identification/sorting. Tenders may be sent via registered post or dropped in the Tender Box, placed at the Main Gate, Security Papers Limited, Jinnah Avenue, Malir Halt, Karachi-75100. Tenders sent by registered post must be enclosed in double cover. The inner cover should be sealed and have the Tender No. and date of Tender opening. The outer cover should only bear the SPL address, and must indicate that a Tender is contained.

5. Prices quoted must be filled in very clearly, providing all the information required in the Tender Form.
6. **Prices may be quoted in Pak Rupees.**
7. Bids received after due date & time and/or those or not fulfilling the above conditions, will not be considered.
8. Material/services should conform strictly with specifications described in the Tender Form.
9. SPL reserves the right to exercise discretionary powers to allocate orders on merit and **only the lowest bid is not a criterion to award the tender. Samples, where applicable, must be provided with bid.**
10. The Company reserves the right to reject any or all the bid(s), extend date without any prior notice, or, alter the quantities given in the tender.
11. Offers should be valid for 90 days from the date of Tender opening.
12. The successful bidder(s) shall be responsible to complete the order for respective material/service, failing which the earnest money submitted against respective tender(s) will be forfeited, besides other consequential losses, if any, to be recovered from the bidder(s).
13. The above terms & conditions or any other issued by the company, must be complied by the bidder(s).
14. Successful bidder(s) will/may sign Contract Agreement on duly agreed terms & conditions.
15. Bidder must filled-in and sign with seal the Tender Form and submit the same.
16. The Supplier / Contractor should provide PPEs (Personal Protection Equipment(s) and ensure safety for their work force during supplies/services at SPL site.
17. The Supplier / Contractor will be responsible for liabilities, if any, occurred during execution of job(s) at SPL site.
18. The successful bidder shall sign a Non-Disclosure Agreement with SPL before Award of Contract.
19. The Supplier / Contractor should abide by all prevailing government laws at SPL site.



Jinnah Avenue, Malir Halt, Karachi-Pakistan.

TENDER No. _____

ITEM _____

Description	Desired/Specified	Guideline	Bidder's Offer (To be filled in by Bidder)	Checked by SPL Officer
BID COST	To be quoted	Total Bid Cost	Rs.	
		Sales Tax	Rs.	
		Gross Bid Cost	Rs.	
	EX-SPL Store	Agreed/Not Agreed		
EARNEST MONEY	Rs. _____ /- in the form of Pay Order / Demand Draft	Mention amount, name of Bank and form i.e. Pay Order/ Demand Draft		
VALIDITY OF OFFER	90-Days from the date of tender opening	Agreed / Not Agreed		
DELIVERY SCHEDULE	3 months from the issuance of purchase order	Agreed / Not Agreed		
PAYMENT TERMS	Payment shall be made after delivery of consignment and upon satisfactory material inspection report (within 30-days of delivery)	Agreed / Not Agreed		
LIQUIDATED DAMAGES	As per Clause 10 of the Purchase Contract (attached)	Agreed / Not Agreed		
INCOME TAX	Income Tax will be deducted at the rate of 4.5% of the agreed price (in case of supplies) and 6% (in case of services) from the bill, which is subject to change as per Govt. rules. Companies holding Tax exemption certificate will be required to submit a copy of this certificate along with the bill / invoice.	Agreed / Not Agreed		
SALES TAX	Only bids of the firms registered with Sales Tax Department will be entertained	Copy of Sales Tax registration attached / Not attached		
PACKING	The Supplier shall be required to pack the Items as per requirements of the Buyer.	Agreed / Not Agreed		
STAMP DUTY / CONTRACT ON N.J. STAMP PAPER	-	Agreed / Not Agreed		
COMPANY NAME/ ADDRESS				
COMPANY PHONE NO.				
COMPANY FAX NO.				

Note: Please attach separate sheet if required.



Jinnah Avenue, Malir Halt, Karachi-Pakistan.

TENDER FORM

From: M/s. _____

Rs. 200/- (Non-Refundable)

To: The General Manager (Supply Chain) Security Papers Limited, Jinnah Avenue, Malir Halt, Karachi.

Dear Sir,

With reference to your TENDER No. _____ dated _____ having the opening date _____, we hereby offer to supply the following Items at the prices quoted against respective item(s) in accordance with specification and terms and conditions enclosed therewith. A Pay Order/Demand Draft of a scheduled bank of Rs. _____ on account of Earnest Money is enclosed herewith. (The company may utilize earnest money received from successful tenderer as security deposit from the date of its receipt till completion of purchase order when the earnest money will be refunded against the application in writing from the suppliers/contractors).

Table with 7 columns: Sr. No., Description of Items, Unit, Quantity, Price per unit (Currency:), TOTAL PRICE (In Figure, In Words). Includes summary rows for Total Bid Cost, Sales Tax, and Gross Bid Amount.

Yours faithfully,

Signature _____ Name _____ Designation _____ Company Seal _____ Date _____

PURCHASE CONTRACT (LOCAL SUPPLY)
(Terms and Conditions)

This Agreement is made on..... between Messrs.
..... hereinafter referred to as SUPPLIER and Security
Papers Limited, Karachi, Pakistan hereinafter referred as BUYER on the following terms
and conditions:

1. COMMODITY : _____
2. SPECIFICATIONS : As given along with the Tender form(s).
3. COUNTRY OF ORIGIN : _____
4. QUANTITY : _____
5. UNIT PRICE : _____
6. TOTAL PRICE : _____
7. PACKING : _____

8. TERMS OF PURCHASE : Delivery at SPL site, Jinnah Avenue,
Malir Halt, Karachi.

9. **DELIVERY**

Time for delivery is three (03) months which shall be counted from the issuance of purchase order.

10. **LIQUIDATED DAMAGES**

The BUYER reserves the right to impose a penalty at the rate of 2% per month or part of a month, for the value of the stores, which if the SUPPLIER has failed to deliver within the stipulated period.

11. **FORCE MAJEURE**

The SUPPLIER shall not be held responsible for late, or, non-delivery, of the goods, due to strikes and generally recognized force majeure causes. However, in such cases, the SUPPLIER shall deliver to the BUYER a certificate of the cause of non-delivery, issued by Competent Authority. Reasonable extension shall be granted at the option of the BUYER.

12. **INSPECTION**

The BUYER, or his authorized representative, reserve the right to inspect the goods after, or before, the dispatch of such goods.

13. **WARRANTY**

The SUPPLIER or his representative hereby gives a warranty that the supplies to be made according to generally accepted standards. The SUPPLIER or his representative shall protect and indemnify the BUYER against loss, damages and expenses whatsoever that the BUYER may suffer as a result of failure of the

material to conform to product standards. This warranty to remain effective after inspection and payment, for a period of one year.

14. **CLAIM**

If the SUPPLIER fails to deliver the goods within the period stipulated in the contract, or if the goods are short in weight, or if the packing of the goods is not conformity with the contracted specifications, or reference samples, or if the goods otherwise are not in accordance with the Contract specifications, the BUYER shall have the right to claim compensation for breach of the Contract, to terminate the un-executed part of the Contract, purchase from other sources at cost of the SUPPLIER. The SUPPLIER shall settle all claims referred by the BUYER within FIFTEEN DAYS of the receipt of such items and in the event of their failure to do so; shall be liable to pay interest at the prevailing bank rate, for the amount claimed, and arrange inspection through only neutral inspection agency.

15. **PERFORMANCE GUARANTEE**

The SUPPLIER or his representative will provide performance guarantee (If needed) in the shape of pay order(s) or bank guarantee(s) in favor of 'Security Papers Limited', these shall be returned after successful supply of material

16. **OTHER CONDITIONS**

The SUPPLIER shall not transfer or assign directly to any person, or persons any portion of this Contract without prior written consent of the BUYER. The SUPPLIER shall provide certificate of Origin (if applicable) in case of imported item(s).

17. **PAYMENT**

Payment shall be made within 30-days from the date of delivery.

18. **ARBITRATION**

In case of any dispute and/or difference, which may arise in connection with the execution of the Contract, the matter shall be referred for adjudication to arbitrators, one to be nominated by each party. The arbitrators before entering upon the reference, will appoint an umpire by mutual agreement, and if they do not agree, a retired judge of a superior court shall be appointed as the umpire. The arbitration proceedings should be held at Karachi, Pakistan, and governed by Laws of Pakistan.

19. **INTEGRITY PACT**

Both the SUPPLIER and BUYER undertake to strictly prohibit receipt of gifts, cash, service(s) or compensation of anything of value or to give and receive gifts in the form of commissions, abnormal loans, shares in profit, free travel tickets or hotel and other accommodation, membership in clubs and health facilities, at no charge or at unreasonably low charge, and such other forms of illegal gratification.

20. **Each page of tender form shall be signed and stamped by the SUPPLIER.**

Signed this on _____ day of _____

Karachi.

SUPPLIER

BUYER

TENDER No. 12
Supply of PPE's for Employees

[Supplier must submit samples along with bid for approval before delivery]

Sr. #	Items Name	Unit	Quantity	Unit Price (Rs.)	Total (Rs.)
1	GLOVES (LEATHER) "GLV1"	PAIR	56		
2	NITRILE CHEMICAL RESISTANT GLOVES "GLV3"	PAIR	422		
3	WHITE HARD COAT LENSE MEDIUM IMPACT RESISTANT GOOGLE "GOG1"	NO	428		
4	SHOCK RESISTANT RUBBER INSULATED GLOVES "GLV13"	NO	15		
5	COTTON GLOVES, LOOSE MESH "GLV10"	PAIR	948		
6	SAFTEY GOOGLES (BLACK GLASS) FOR WELDER "GOG4"	NO	4		
7	RUBBER GLOVES CHEMICAL RESISTANT, BRIGSTONE "GLV2"	PAIR	40		
8	GLOVES "ARGON" FULL SIZE "GLV6"	PAIR	82		
9	DISH WASHINIG GLOVES "GLV16"	PAIR	4		
10	EAR MUFF "EP2"	NO	11		
11	ARGON GLOVES, SHORT SIZE "GLV7"	PAIR	128		
12	COTTON GLOVES, FINE MESH "GLV14"	PAIR	1,380		
13	INDUSTRIAL INSULATED GLOVES "GLV8"	PAIR	600		
14	ASBESTOS HIGH HEAT RESISTANT GLOVES "GLV5"	PAIR	12		
15	WELDING MASK (FLAT FOLD WELDING RESPIRATORY MASK WITH ACTIVATED CHARCOAL AND VALVE) "MSK5"	NO	10		
16	EYEWEAR BY JSP FOR FIREMAN "GOG5"	NO	8		
17	FACE SHIELD FOR WELDER "FS2"	NO	2		

18	CHEMICAL RESISTANT APRON "PC1"	NO	9		
19	LEATHER APRON (CARPENTER) "PC3"	NO	4		
20	RAIN COAT "PC5"	NO	13		
21	SHOCK PROOF UNIFORM FOR ELECTRICIAN "PC8"	NO	2		
22	UMBRELLA "PC13"	NO	4		
23	FIRE HELMET IMPACT RESISTANT WITH OUT PERFORATION "HEP1"	NO	5		
24	HARD HELMET (WHITE) WITH PERFORATION & TIE ASSEMBLY "HEP2"	NO	5		
25	HARD HELMET (YELLOW) WITH PERFORATION AND TIE ASSEMBLY "HEP3"	NO	25		
26	HARD HELMET (RED) WITH PERFORATION AND TIE ASSEMBLY "HEP4"	NO	3		
27	VOLT IMPACT RESISTANT/ SHOCK ABSORPTION "HEP5"	NO	3		
28	SIMPLE CAP (GREEN COLOR) FOR PROTECTION FROM DIRECT SUNLIGHT "HEP7"	NO	68		
29	SEMI-AURAL PROTECTION SUPERSOFT PADS REST OUT SIDE THE EAR CANAL TO OUTSTANDING COMFORT. WASHABLE FOAM EAR PADS "EP1" (As Per Approved Sample)	NO	1151,00		
30	DUST & MIST MASK FOR CIVIL (MODEL # 3M-8822, MAKE: 3M "MSK4")	NO	328		
31	KEVLAR CUT & SLASH RESISTANT GLOVES (MAKE: SAFTEY JOGGER "GLV4")	PAIR	290		
32	FLOCK LINED CHEMICAL RESISTANT NEOPRENE GLOVES "GLV17"	PAIR	12		
33	SAFTEY SPECTACLES (MODEL # 3M 2890, MAKE: 3M "GOG3"	NO	14		
34	SAFTEY/ GAS MASK "MSK1"	NO	23		
35	FACE SHIELD FRAM WITH VISOR COMPLETE SET (MAKE: 3M "FS1")	NO	20		

