**TRADING CORPORATION OF PAKISTAN (PVT) LIMITED**
**MINISTRY OF COMMERCE**
**GOVERNMENT OF PAKISTAN**

No.TCP/REBD/Furniture-Gwadar/313-106/2025 Dated: 12th August, 2025

## INVITATION TO BIDS

## PROCUREMENT AND INSTALLATION OF NEW FURNITURE FOR TCP'S OFFICE AT GPA, GWADAR

Trading Corporation of Pakistan (Pvt.) Ltd. (TCP), Karachi, a state-owned commercial organization working under the administrative control of Ministry of Commerce, invites Bids through e-Pak Acquisition & Disposal System (EPADS) https://eprocure.gov.pk on **"Single-Stage Single-Envelope"** procedure basis from Income Tax & GST registered Firms/Companies who are on the Active Taxpayer List (ATL) for General Sales Tax, Provincial Tax and Income Tax of FBR for **"PROCUREMENT AND INSTALLATION OF NEW FURNITURE FOR TCP'S OFFICE AT GPA, GWADAR".**

2- A complete set of Bidding Documents containing required terms and conditions can be downloaded from http://eprocure.gov.pk and TCP website www.tcp.gov.pk free of cost.

3- The Bid Security to be attached with the Bid is **Rs.200,000/-** in the form of Bank Draft/Pay order (refundable) drawn in favor of "Trading Corporation of Pakistan (Pvt) Limited; scanned copy of which is required to be uploaded through EPADS and hard copy in sealed envelope having proper marking of the company must be submitted physically on the closing date of the tender to Trading Corporation of Pakistan head office on the address given below.

4- The bids shall be prepared in accordance with instructions in the tender / bidding document. Complete Tendering process shall be carried out through EPADS.

5- Interested bidders are requested to register themselves on the EPADS https://eprocure.gov.pk/#/supplier/registration and submit their Bids.

6- For registration and guidance/training on EPADS, you may contact EPADS UAN: 051-111-137-237 or PPRA at www.ppra.org.pk.

7- Closing date & time of submission is the ***Friday on 29th August-2025, by 1100 hours***. The bids shall be opened on the **same day at 1130 hours** in the presence of the bidders who wish to be present, in Board Room of TCP, FTC Building, Block-B, 4TH Floor, shahrah-e-faisal, Karachi.

8- As per PPRA Rule 33, TCP may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.

9- Any instrument/document/information found to be fake or got dishonored at any stage would result in blacklisting and legal action as per law.

**(RADAIN SHAH)**
**GENERAL MANAGER (REBD)**

Trading Corporation of Pakistan (Pvt.) Limited
4th & 5th Floor, Block B, Finance & Trade Center,
Shahra-e-Faisal, Karachi. 75530
(Pakistan)

EMERGING PAKISTAN

www : tcp.gov.pk
Tel : (92-21) 99202947-9 UAN: 111-827-000
Fax : (92-21) 99202722, 99202595 & 99202731
Email : tcp@tcp.gov.pk

Trading Corporation of Pakistan (Pvt.) Limited

*Ministry of Commerce, Government of Pakistan*

# TENDER

**For**

---

# PROCUREMENT AND INSTALLATION OF NEW FURNITURE FOR TCP'S OFFICE AT GPA, GWADAR

**COMPETITIVE BIDDING**
**SINGLE STAGE – ONE ENVELOPE PROCEDURE**

4th & 5th Floor, Block B, FTC Building, Shahrah-e-Faisal Karachi.
Phone: +92-21-111-TCP(827)-000, 99202947-49(PABX), Fax: +92-21-99202722,
E-Mail: tcp@tcp.gov.pk, URL:tcp.gov.pk

# TRADING CORPORATION OF PAKISTAN

## (REAL ESTATE BUSINESS DEVELOPMENT DIVISION)

---

No.TCP/REBD/Furniture-Gwadar/313-106/2025 Dated: 12th August, 2025

**INVITATION TO BIDS**

**PROCUREMENT AND INSTALLATION OF NEW FURNITURE FOR TCP'S OFFICE AT GPA, GWADAR**

Trading Corporation of Pakistan (Pvt.) Ltd. (TCP), Karachi, a state-owned commercial organization working under the administrative control of Ministry of Commerce, invites Bids through e-Pak Acquisition & Disposal System (EPADS) https://eprocure.gov.pk on **"Single-Stage Single-Envelope"** procedure basis from Income Tax & GST registered Firms/Companies who are on the Active Taxpayer List (ATL) for General Sales Tax, Provincial Tax and Income Tax of FBR for "**PROCUREMENT AND INSTALLATION OF NEW FURNITURE FOR TCP'S OFFICE AT GPA, GWADAR**".

2- A complete set of Bidding Documents containing required terms and conditions can be downloaded from http://eprocure.gov.pk and TCP website www.tcp.gov.pk free of cost.

3- The Bid Security to be attached with the Bid is **Rs.200,000/-** in the form of Bank Draft/Pay order (refundable) drawn in favor of "Trading Corporation of Pakistan (Pvt) Limited; scanned copy of which is required to be uploaded through EPADS and hard copy in sealed envelope having proper marking of the company must be submitted physically on the closing date of the tender to Trading Corporation of Pakistan head office on the address given below.

4- The bids shall be prepared in accordance with instructions in the tender / bidding document. Complete Tendering process shall be carried out through EPADS.

5- Interested bidders are requested to register themselves on the EPADS https://eprocure.gov.pk/#/supplier/registration and submit their Bids.

6- For registration and guidance/training on EPADS, you may contact EPADS UAN: 051-111-137-237 or PPRA at www.ppra.org.pk.

7- Closing date & time of submission is the ***Friday on 29th August-2025*, by 1100 hours**. The bids shall be opened on the **same day at 1130 hours** in the presence of the bidders who wish to be present, in Board Room of TCP, FTC Building, Block-B, 4TH Floor, shahrah-e-faisal, Karachi.

8- As per PPRA Rule 33, TCP may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.

9- Any instrument/document/information found to be fake or got dishonored at any stage would result in blacklisting and legal action as per law.

**(RADAIN SHAH)**
**GENERAL MANAGER (REBD)**

# TRADING CORPORATION OF PAKISTAN
## REAL ESTATE BUSINESS DEVELOPMENT DIVISION

---

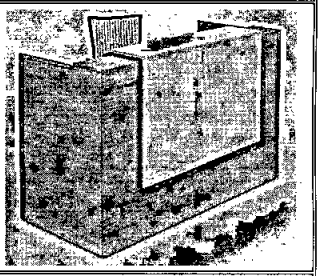
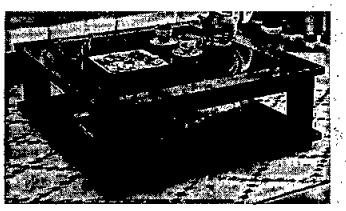
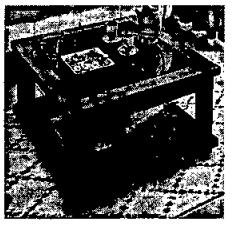
No.TCP/REBD/Furniture-Gwadar/313-106/2025 Dated: 12th August, 2025

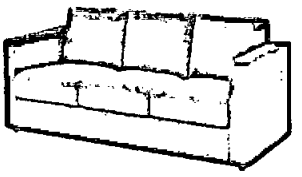
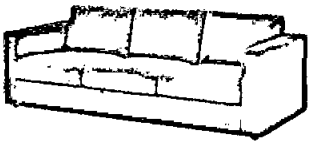
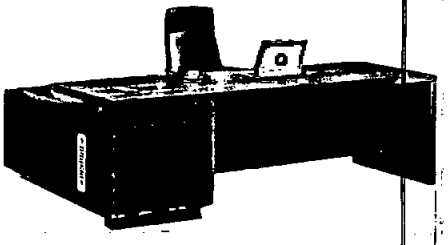
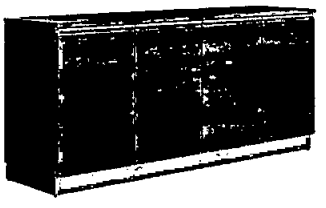
**TENDER DOCUMENT**

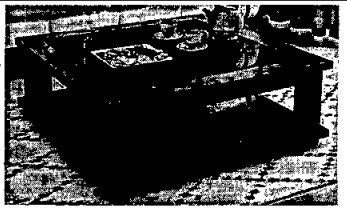
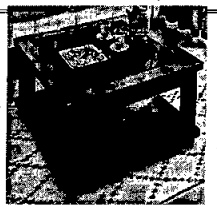
# TERMS & CONDITIONS

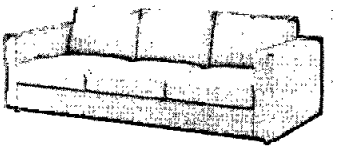
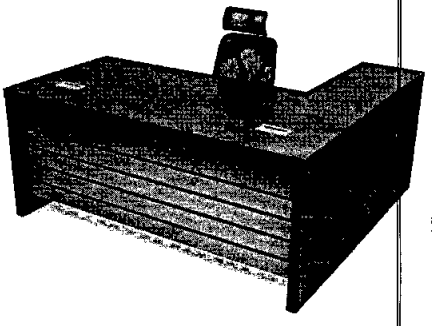
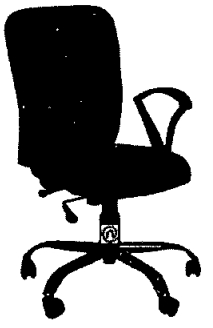
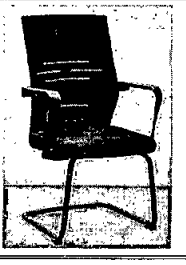
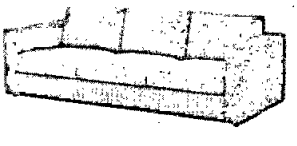
## 1. INSTRUCTIONS TO BIDDERS / SUPPLIERS / FIRMS / VENDORS

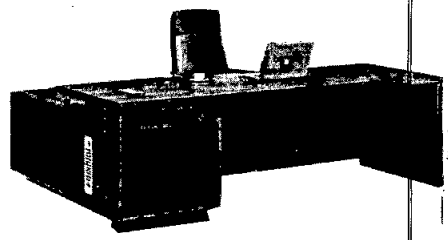
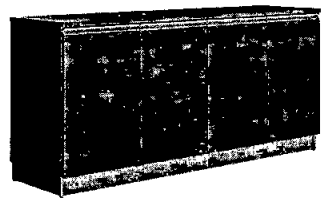
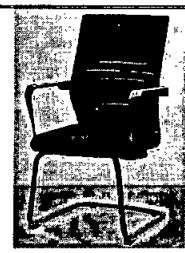
Trading Corporation of Pakistan (Pvt.) Limited, Karachi, a state owned commercial organization working under the administrative control of Ministry of Commerce, Government of Pakistan, invites sealed bids from the reputable suppliers/companies, registered with Sale Tax, Provincial tax and Income Tax Authorities for supply and installation of furniture at TCP's Office situated at Zirbaar Commercial Complex, GPA, Gwadar. The rates quoted must remain valid for at-least 90 days from the date of opening of bids for supply/installation of new furniture as per following specification and quantity:-

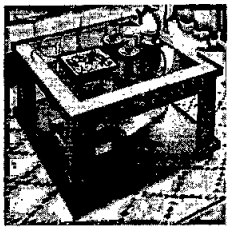
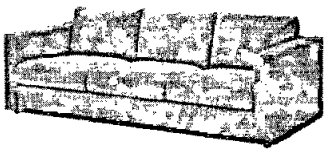
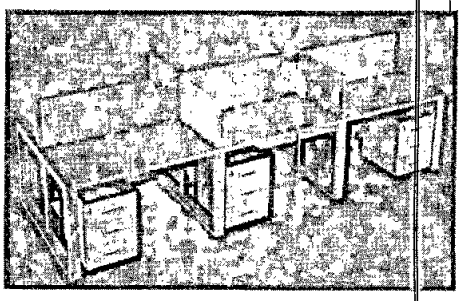
| S.No | Item | Description & Quantity | Picture |
|---|---|---|---|
| | | ***Reception Area*** | |
| 1. | **Reception Table** | • Size: 72" x 42" x 24"<br>• Made of 16mmTactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Reception having logo of TCP at front (As per the approval of the site in charge)<br>• **One piece** |  |
| 2. | **Reception Chair** | • Chair with mesh Seat & Back<br>• Low Back chair<br>• Having hydraulic function with to & fro tilting mechanism<br>• 5-Star metal base<br>• **Having BIFMA certification** (As per the approval of the site in charge)<br>• **One piece** |  |
| 3. | **Center Table** | • Size: 48" x 24" x 22"<br>• Made of 16mm Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Glass on top (As per the approval of the site in charge)<br>• **Two pieces** |  |
| 4. | **Side Table** | • Size: 24" x 24" x 22"<br>• Made of 16mm Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Glass on top (As per the approval of the site in charge)<br>• **Three pieces** |  |

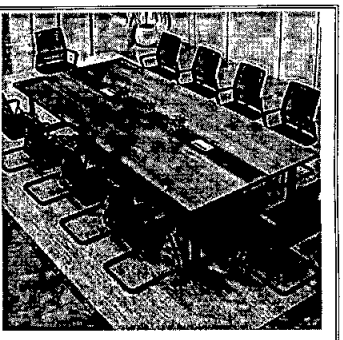
| | | | |
|---|---|---|---|
| 5. | **3-Seater Sofa** | • Three-seater size: 78" x 36" x 32"<br>• Structure: Made of teak wood Section 1" x 3" Rectangular shape.<br>• Upholstery material: Best Quality foam: (4" for seats) 3" for back & sides. 2" for front panel.<br>• Spring (Z-shape) for seats to make it more comfortable.<br>• Fabric: velvet/cloth/cotton or approved by the engineer in charge.<br>• Shoes/Footing/legs: 14-gauge stainless steel (As per the approval of the site in charge)<br>• **Three pieces** |  |
| 6. | **2-Seater Sofa** | • Two-seater size: 60" x 36" x 32"<br>• Structure: Made of teak wood Section 1" x 3" Rectangular shape.<br>• Upholstery material: Best Quality foam: (4" for seats) 3" for back & sides. 2" for front panel.<br>• Spring (Z-shape) for seats to make it more comfortable.<br>• Fabric: velvet/cloth/cotton or approved by the engineer in charge.<br>• Shoes/Footing/legs: 14-gauge stainless steel (As per the approval of the site in charge)<br>• **One piece** |  |
| | | ***Chairman Office*** | |
| 1. | **Executive Table with Side Rack &Mobile Drawer** | • Size: 84" x 48" x 30"<br>• Top Made of 25mm thick Tactile MDF Sheet<br>• L shape Table with fix side rack<br>• Thick PVC lipping on the edges with machine edge bending<br>• 5mm Glass on Top<br>• Mobile drawer with 3 drawers with central locking system<br>• Cabinet & Drawers in Side Table (As per the approval of the site in charge)<br>• **One piece** |  |
| 2. | **Credenza** | • Size: 72" x 16" x 30"<br>• 3 drawers on top and cabinets beneath<br>• Thick PVC lipping on the edges<br>• All hardware must be used of best quality (As per the approval of the site in charge)<br>• **One piece** |  |

| | | | |
|---|---|---|---|
| 3. | **Executive Chair** | • Chair with mesh Seat & Back<br>• High Back chair<br>• Having hydraulic function with to & fro tilting mechanism<br>• 5-Star metal base<br>• **Having BIFMA certification**<br>(As per the approval of the site in charge)<br>• **One piece** |  |
| 4. | **Visitor Chair** | • Fixed Base<br>• Seat and back covered with best quality cloth / leatherette<br>• Stainless Steel frame<br>(As per the approval of the site in charge)<br>• **Two pieces** |  |
| 5. | **Center Table** | • Size: 48" x 24" x 22"<br>• Made of 16mm Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Glass on top<br>(As per the approval of the site in charge)<br>• **One piece** |  |
| 6. | **Side Table** | • Size: 24" x 24" x 22"<br>• Made of 16mm Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Glass on top<br>(As per the approval of the site in charge)<br>• **Three pieces** |  |
| 7. | **3-Seater Sofa** | • Three-seater size: 78" x 36" x 32"<br>• Structure: Made of teak wood Section 1" x 3" Rectangular shape.<br>• Upholstery material: Best Quality foam: (4" for seats) 3" for back & sides. 2" for front panel.<br>• Spring (Z-shape) for seats to make it more comfortable.<br>• Fabric: velvet/cloth/cotton or approved by the engineer in charge.<br>• Shoes/Footing/legs: 14-gauge stainless steel<br>(As per the approval of the site in charge)<br>• **Two pieces** |  |

| | | | |
|---|---|---|---|
| 8. | **2-Seater Sofa** | • Two-seater size: 60" x 36" x 32"<br>• Structure: Made of teak wood Section 1" x 3" Rectangular shape.<br>• Upholstery material: Best Quality foam: (4" for seats) 3" for back & sides. 2" for front panel.<br>• Spring (Z-shape) for seats to make it more comfortable.<br>• Fabric: velvet/cloth/cotton or approved by the engineer in charge.<br>• Shoes/Footing/legs: 14-gauge stainless steel (As per the approval of the site in charge)<br>• **One piece** |  |
| | ***CHAIRMAN PA OFFICE*** | | |
| 1. | **Table with Side Rack** | • Size: 60" x 30" x 30"<br>• L shape Table with fix side rack<br>• Thick PVC lipping on the edges with machine edge bending<br>• Cabinet & Drawers in Side Table (As per the approval of the site in charge)<br>• **One piece** |  |
| 2. | **Medium Back Chair** | • Chair with mesh Seat & Back<br>• Medium Back chair<br>• Having hydraulic function with to & fro tilting mechanism<br>• 5-Star metal base<br>• **Having BIFMA certification** (As per the approval of the site in charge)<br>• **One piece** |  |
| 3. | **Visitor Chair** | • Fixed Base<br>• Seat and back covered with best quality cloth / leatherette<br>• Stainless Steel frame (As per the approval of the site in charge)<br>• **Two pieces** |  |
| 4. | **3-Seater Sofa** | • Three-seater size: 78" x 36" x 32"<br>• Structure: Made of teak wood Section 1" x 3" Rectangular shape.<br>• Upholstery material: Best Quality foam: (4" for seats) 3" for back & sides. 2" for front panel.<br>• Spring (Z-shape) for seats to make it more comfortable.<br>• Fabric: velvet/cloth/cotton or approved by the engineer in charge.<br>• Shoes/Footing/legs: 14-gauge stainless steel (As per the approval of the site in charge)<br>• **One piece** |  |

| | | | |
|---|---|---|---|
| 5. | **Side Table** | • Size: 24" x 24" x 22"<br>• Made of 16mm Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Glass on top<br>(As per the approval of the site in charge)<br>• **One piece** |  |
| | ***Executive Director Office*** | | |
| 1. | **Table with Side Rack** | • Size: 84" x 48" x 30"<br>• Top Made of 25mm thick Tactile MDF Sheet<br>• L shape Table with fix side rack<br>• Thick PVC lipping on the edges with machine edge bending<br>• 5mm Glass on Top<br>• Mobile drawer with 3 drawers with central locking system<br>• Cabinet & Drawers in Side Table<br>(As per the approval of the site in charge)<br>• **One piece** |  |
| 2. | **Credenza** | • Size: 72" x 16" x 30"<br>• 3 drawers on top and cabinets beneath<br>• Thick PVC lipping on the edges<br>• All hardware must be used of best quality<br>(As per the approval of the site in charge)<br>• **One piece** |  |
| 3. | **Chair Executive** | • Chair with mesh Seat & Back<br>• High Back chair<br>• Having hydraulic function with to & fro tilting mechanism<br>• 5-Star metal base<br>• **Having BIFMA certification**<br>(As per the approval of the site in charge)<br>• **One piece** |  |
| 4. | **Visitor Chair** | • Fixed Base<br>• Seat and back covered with best quality cloth / leatherette<br>• Stainless Steel frame<br>(As per the approval of the site in charge)<br>• **Two pieces** |  |

| | | | |
|---|---|---|---|
| 5. | **Side Table** | • Size: 24" x 24" x 22"<br>• Made of 16mm Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Glass on top<br>(As per the approval of the site in charge)<br>• **Three pieces** |  |
| 6. | **2-Seater Sofa** | • Two-seater size: 60" x 36" x 32"<br>• Structure: Made of teak wood Section 1" x 3" Rectangular shape.<br>• Upholstery material: Best Quality foam: (4" for seats) 3" for back & sides. 2" for front panel.<br>• Spring (Z-shape) for seats to make it more comfortable.<br>• Fabric: velvet/cloth/cotton or approved by the engineer in charge.<br>• Shoes/Footing/legs: 14-gauge stainless steel<br>(As per the approval of the site in charge)<br>• **Two pieces** |  |
| | | ***Work Station*** | |
| 1. | **06 Person Work Station** | • Size: 12' x 4' x 2.5'<br>• Top Made of 16mm thick Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• Mobile drawer with 3 drawers with central locking system<br>• Cabinet & Drawers in Side Table<br>(As per the approval of the site in charge)<br>• **One piece** |  |
| 2. | **Low Back Chair** | • Chair with mesh Seat & Back<br>• Low Back chair<br>• Having hydraulic function with to & fro tilting mechanism<br>• 5-Star metal base<br>• **Having BIFMA certification**<br>(As per the approval of the site in charge)<br>• **Six pieces** |  |
| | | ***Conference Room*** | |

| | | | |
|---|---|---|---|
| 1. | **20-Person Conference Table** | • Size: 20' x 5' x 2.5'<br>• Top Made of 25mm thick Tactile MDF Sheet<br>• Thick PVC lipping on the edges with machine edge bending<br>• MS frame with Good quality powder coating (As per the approval of the site in charge)<br>• **One piece** |  |
| 2. | **Chair Low Back** | • Chair with mesh Seat & Back<br>• Low Back chair<br>• Having hydraulic function with to & fro tilting mechanism<br>• 5-Star metal base<br>• **Having BIFMA certification** (As per the approval of the site in charge)<br>• **Twenty pieces** |  |

**Note:-** TCP reserves the right to increase or decrease the quantity as well as select the color theme of the furniture. Attached pictures are just sample for reference purpose. Furniture plan is also attached at Annex-VI.

## 1.1 GENERAL CONDITIONS:-

i. Trading Corporation of Pakistan (Pvt.) Limited, Karachi (hereinafter referred as TCP) invites reputable firms and suppliers to submit bids on market rates.

ii. Only professional vendors/suppliers registered with tax authorities are eligible to submit bids for the supply of the above stated items.

iii. Tender shall be prepared and submitted through EPADS Portal strictly in accordance with the instructions set forth herein.

iv. All entries in the bids are to be in English language. Corrections, etc, shall be signed by the authorized persons.

v. The supply of furniture items should be completed within 45 **days** of receipt of Supply Order from TCP which can be extended by TCP on the valid request by vendor/Suppliers/Firms/Companies /bidder /firm/supplier on sole discretion of TCP. There is no provision of Partial/advance payment.

vi. The bidder must be registered with relevant Sale Tax, Provincial Tax and Income Tax Authorities and must be in Active/Registered Tax Payers list as the case may be. The bids will be subject to all applicable taxes.

vii. The Tender will be conducted under National Competitive Bidding pursuant to "Single Stage One Envelop Procedure" as per Rule 36 (a) of Public Procurement Rules 2004 and is open to all eligible participants.

viii. Bidder must read terms & conditions of this tender document, tender notice and relevant laws carefully prior to submission of bids/offer.

ix. The parties who have been defaulter and/or in litigation with TCP at any time shall not be eligible to participate in the bid.

x. Any alteration, cutting, overwriting, or any similar action will attract rejection of the bid; such bid will not be considered as a valid/responsive bid.

xi. In case of any difference in amount written in figures or words, the lowest amount will be treated as offer.

xii. The Procuring Agency reserves the right to increase/decrease the quantity of the required items and /or purchase part items already tendered/awarded either in full or in part. The Procuring Agency reserves the right to accept or reject any or all of the bids.

xiii. In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening. Bid shall be submitted /opened on next working day at the given time.

## 2. ELIGIBILITY CRITERIA (MANDATORY):-

a. The firm/bidder must provide NTN, GST/SST registration certificate issued by Federal Board of Revenue/ Provincial tax authorities. Income Tax, GST/SST as applicable must be mentioned separately.
b. Bidder must be in Active Taxpayer list/verifiable from FBR website (attach Copy).
c. Bank Statement/Financial Statement for the last one year. Annual turnover should be 10 Million or above.

d. The bidder/supplier/firm should attach at least 03 work orders alongwith satisfactory certificate issued to their firm/vendor in last 2 years proving the supply of new furniture

**e.** Tender shall be prepared and submitted through EPADS Portal strictly in accordance with the instruction set forth herein.
**f.** The supplier/vendor/firm(s) who defaulted on its contract(s) awarded by TCP or any other Government or Semi Government entity is not eligible to participate in the tender. The supplier/vendor/firms who have not fulfilled their contractual obligation with TCP shall also not be eligible to participate in the Bid(s) unless they clear their dues alongwith penalties or fulfill their contractual obligations with TCP.

**g.** The firm/supplier/vendor should not be blacklisted by TCP or any other Government or Semi Government entity. An affidavit of Rs. 100/- to this effect shall be attached.

## 3. BID EVALUATION CRITERIA

a) Most advantageous responsive Bidder/supplier/vendor/firm shall be awarded the contract.

b) TCP can ask for any details /information in respect of the offer submitted by the bidder/supplier/firm, under the provision of Public Procurement Rules, 2004. However, the original bid shall be treated for the evaluation purpose.

c) Bids will be evaluated on the basis of cumulative value of all items (total unit price of each item) mentioned at clause-1.

## 4. BID SECURITY / PERFORMANCE GUARANTEE:

a) Bid security shall be accompanied in original **Rs.200,000/-** in the shape of Pay Order/Bank Draft in favor of **"Trading Corporation of Pakistan (Pvt.) Limited,** scanned copy of which is required to be uploaded through EPADS and hard copy in sealed envelope having proper marking of the company must be submitted physically on the closing date and time (before opening) of the tender to Trading Corporation of Pakistan head office on the address given in the NIT.

b) Bid Security of the unsuccessful suppliers/firms/ Bidder(s), including those Bid(s) which are not accepted for any reason, will be returned after award of tender to the successful supplier/firm /Bidder(s).

c) Bid Security shall be forfeited and processed/initiated as per PPRA rules, if the Bidder or Successful Bidder (i) resorts to deceit and/or fraud in its dealings with the TCP (including the Evaluation Committee), its advisors, employees or agents or otherwise in relation to the award of the Contract; or (ii) is proven to have personally or through an intermediary, either directly or indirectly, offered or attempted to offer a bribe to any TCP's employee involved with the Bid or the award of the Contract.

d) Successful Bidder/supplier/firm will be required to submit a Performance Guarantee within seven (07) days of issuance of award letter, equivalent to **five percent (5%)** of the quoted amount in the shape of a Demand Draft or Pay Order in Pak Rupees in favor of Trading Corporation of Pakistan (Pvt.) limited, which shall be returned to the successful bidder after the satisfactory completion of warranty period or 365 days. Bid security of successful supplier/bidder/firm/vendor will be returned upon submission of Performance Guarantee.

## 5. FORFEITURE OF BID BOND/PERFORMANCE GUARANTEE:

a) The performance guarantee shall be forfeited if the bidder(s) fails to sign the contract agreement within seven days after the submission of performance guarantee or fails to supply the goods within the specified period as per contracted terms and conditions.

b) Commits any breach of contract or fails to fulfill any terms or conditions of the contract.

## 6. SUBMISSION OF BIDS:

i. The Bidder/supplier/firm shall prepare and submit its bid on EPAD Portal (eprocure.gov.pk)

ii. The bids received will be opened at **11:30 am** on the same day (thirty minutes after the deadline for submission of bid) in the TCP Board Room in presence of bidders or their authorized representatives who may wish to be present.

iii. All bids must be submitted on the prescribed proforma given at Annexure-I.

## 7. DOCUMENTS CONSTITUTING CONTRACT:

The NIT (Notice Inviting Tender), the Terms & Conditions of Tender, Bid/offer submitted by the bidder/supplier/firm and the Letter of acceptance issued by the TCP and Contract Agreement (supplier/vendor/firm undertakes to sign the agreement on e-stamp issued by GoS which will be arranged by the supplier/vendor/firm) shall constitute the Contract between the Buyer and the Seller. The bidder/supplier shall sign the agreement within seven (07) working days after the submission of performance guarantee.

## 8. CHANGE IN ORDER:

TCP at any time by a written notice to the vendor/supplier/firm make changes in the scope of the work. The mutually agreed changes shall be considered as a part of the work and the term & conditions of the contract/tender documents shall apply.

## 9. VALIDITY OF BID:-

The bid shall remain valid for acceptance for **90 days** with effect of the date of opening of tender.

## 10. DELIVERY PERIOD:-

The successful bidder/supplier/vendor shall be required to deliver all the furniture items as mentioned in this tender within **45 calendar days** of issuance of work Order, which can be extended by TCP on the valid request by supplier/bidder/firm/vendor on sole discretion of TCP.

## 11. DELIVERY LOCATION:-

Complete supply, installation / delivery of furniture with all other accessories will be made by the supplier/bidder at **TCP'S OFFICE SITUATED AT ZIRBAAR COMMERCIAL COMPLEX, GWADAR PORT AUTHORITY, GWADAR.**

## 12. BASIS OF OFFERS/ PRICE:

i. The price shall be quoted in Pak Rupees only.
ii. The quoted price shall be inclusive of all taxes, expenditure, including transportation, installation charges, and other charges, if any, whatsoever.
iii. TCP shall only be responsible for the price to which the contract shall be awarded. Any claim beyond this amount shall not be entertained, under any circumstances.
iv. The bidders will have no rights to change their stance, in respect of price, specification and requirement once the bid is dropped/uploaded at EPADs.
v. Any Conditional bid will not be accepted.
vi. TCP reserves the right to accept or reject any or all offers wholly or partially as per PPRA Rules-2004.
vii. All taxes already in place or revised/ levied by the Government/ relevant authorities during the currency of agreement executed against this tender, shall be applicable and same shall be deducted from the payments/ payables by the TCP in accordance with law. No claim in this regard shall be considered.

## 13. COMPLETION OF WORK:

a) The work is not to be considered complete until the TCP has certified in writing that it has been completed. The warranty period shall be one (01) year and commence from the date of completion certificate from TCP Committee.
b) Any & all material/ parts required to complete the above task in a satisfactory manner will be arranged by the Successful bidders/Firm/Company.

## 14. ESCALATION IN PRICE:

It is clear that there is no price variation clause in the tender. Therefore, all the items prices quoted shall be fixed, irrevocable & valid till the completion of work and shall not be any variation on any account.

## 15. REJECTION/DISQUALIFICATION OF BIDS:

a) TCP may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. TCP shall upon request communicate to any supplier or contractor who submitted a bid or proposal the grounds for its rejection of all bids or proposals but is not required to justify those grounds.
b) Any Bid received by the TCP after the Bids Submission Deadline for any reason whatsoever will be rejected and returned unopened to the Bidder.
c) TCP shall disqualify a firm if it finds at any time that the information submitted by the firm concerning its qualification was false and materially inaccurate.

## 16. SELECTION OF FIRM:

A company/firm will be selected after an open and transparent tendering process in accordance with Public Procurement Regulatory Authority (PPRA) Ordinance, 2004.

## 17. PAYMENT:

a) **100%** payment shall be processed by TCP, after successful supply of furniture and its installation, as required under the terms & conditions, after 20 days of supply/installation of furniture subject to obtaining satisfactory completion certificate from TCP Committee.
b) The seller shall submit the following documents to process the payment: -
   i. Seller's Invoice including GST invoice.
   ii. Copy of Income Tax Certificate / NTN Certificate.
   iii. Certificate on letterhead that the furniture items supplied are new and manufactured in accordance with the specification in the tender.

c) All taxes, already in place or revised/ levied by the Government/ relevant authorities during the currency of agreement executed against this tender, shall be applicable and same shall be deducted from the payments/ payables by the TCP in accordance with law. No claim in this regard shall be considered.

## 18. CANCELLATION OF CONTRACT:

If the Seller fails to provide and delivery the furniture as per specifications and within the specified period, TCP shall be entitled at its option to cancel the contract besides forfeiture of Performance Guarantee. The Buyer shall not be liable to any risks and costs whatsoever in consequence of such cancellation of the contract.

## 19. ARBITRATION:

Any difference or dispute or liability of whatsoever nature arising out of the contract or in any way relating to the contract or to its construction or fulfillment should be settled as far as possible, amicably between the Buyer and Seller. If the parties fail to come to an amicable settlement the same shall be referred to the Chairman TCP, for final decision. The decision of Chairman TCP shall be final and binding on both the parties i.e., Seller & TCP.

## FORMAT OF COVERING LETTER

**The General Manager (REBD)**
Trading Corporation of Pakistan,
4th & 5th Floor, Block B, FTC Building,
Shahra-e-Faisal,
**Karachi.**

**SUBJECT: PROCUREMENT AND INSTALLATION OF NEW FURNITURE AT TCP'S OFFICE AT GWADAR**

***(Tenderers are requested to fill in the blank spaces in this Form of Tender)***

Dear Sir,

i. Having inspected the Site and checked all local conditions affecting the works, and having also examined all Tender Documents including the Instructions to Tenderers, we understand that the general work of this tender. Tender Documents including Instructions to Tender, General & Special Conditions of Contract work for the total sum of Rs. (Rupees)_____.

ii. We accept the above Tender Documents as valid and binding, including those parts not countersigned in full by us. We confirm that we have satisfied ourselves about the Site and all other conditions which influence or may influence the works, and we do not require any clarification and additional information thereto and that we cannot raise any claim for not knowing them.

iii. The rates and prices we have quoted and all information and data attached with Tender are complete and without any hidden technical and/or financial reservations or implications. They have been duly checked and are correct in every aspect.

iv. The rates and prices entered in the Tender are firm and are inclusive of all taxes, equipment, sales tax, surcharges, local & federal taxes, insurances, charges, royalties. Overhead and profit and all other direct and indirect costs related to and connected with the satisfactory execution of services.

v. We undertake, if our Tender is accepted, to complete the work in the stipulated time in the best of manner.

vi. We further agree to abide by this Tender for a period of (90) Ninety Calendar days from the date of opening of the Tender and it shall remain binding upon us for this period.

vii. Annexures are enclosed as per following details:

| S.NO | DESCRIPTION | ANNEXURE |
|---|---|---|
| 01 | Bid form | I |
| 02 | Letter of acceptance | II |
| 03 | Integrity Pact | III |
| 04 | ~~Performance security form~~ | IV |
| 05 | Contract Agreement | V |
| 06 | Gwadar Office Drawing | VI |

Dated this _____ day of _____ 25.

Signature of Tenderer _____
duly authorized to sign the Tender on behalf of:

_____ _____

Name of the Tenderer in Block letter Seal of the Company
Address: _____
In presence of: _____

Name of witness _____
Designation of Witness _____
Address: _____

ANNEXURE –I

# TRADING CORPORATION OF PAKISTAN (PRIVATE) LIMITED

BID FORM FOR PROCUREMENT/INSTALLATION OF NEW FURNITURE FOR TCP'S OFFICE AT GWADAR

**Name & Address of Bidder:** _____
Telephone: _____
Fax: _____
Email: _____
Sales Tax Registration No. _____
National Tax No. _____

**2. Brand of Furniture:** _____
*(The detailed broacher is enclosed)*
**3. Quoted Price in digits** Rs._____ *(inclusive of all applicable taxes, duties, etc.)*
**4. Quoted Price in words**
Rupees_____
Rupees_____ *(inclusive of all applicable taxes, duties, etc.)*
**5. Amount of Bid Security in digits** Rs._____
**6. Amount of Bid Security in words** Rupees_____
**7. We shall abide by all the terms and conditions of the tender.**
**8. We understand that, in case of any difference of quoted price in words and digits, the lowest quoted price will be considered, as quoted price.**

Please think again, before signing the bid, no alteration shall be allowed by TCP at a belated stage under any circumstances whatsoever.

Signature: _____
Name: _____
Designation: _____
CNIC No. _____-_____-__ *(copy enclosed)*
Date: _____
Stamp: _____

Annex-II

# SAMPLE FORMS

## Letter of Acceptance

**Date:**_____

**To,** _____

Trading Corporation of Pakistan
Karachi,

Dear Sir,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver the required item in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]*or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will submit a sum equivalent to Five (5) percent of the Contract Price in shape of Pay order for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this_____day of_____2025_____

*[signature]* *[in the capacity of]*

Duly authorized to sign Bid for and on behalf of___

Annex-III

# Integrity Pact

***DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS /CONTRACTORS/ CONSULTANTS.***

Contract Number: _____ Dated: _____

Contract Value: _____

Contract Title: _____

[NameofSupplier/Contractor/Consultant] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS)through any corrupt business practice.

Without limiting the generality of the foregoing, [Name of Supplier/Contractor/Consultant] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

[NameofSupplier/Contractor/Consultant] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[NameofSupplier/Contractor/Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [NameofSupplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on
Account to fits corrupt business practices and further pay compensation to PA in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kick back given by [NameofSupplier/Contractor/Consultant] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

_____

[Supplier/ Contractor/ Consultant

Annex-IV

## *Performance Security Form (Not Applicable)*

**To,**

Trading Corporation of Pakistan
Karachi,

WHEREAS *[name of Supplier]* (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated

2023 to supply *[description of goods and services]*(hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a pay order/demand draft by a reputable bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guar-antee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the day of_____2025.

Signature and seal of the Guarantors

*[name of bank or financial institution]*

*[address]*

Annex-V

# CONTRACT FORM

This agreement made the --------- day of ---------- 2025, between TCP (herein after called the Procuring Agency) of the one part and (Name of Supplier) of (City and Country of Supplier) herein after called the Supplier of the other part.

WHEREAS, the Procuring Agency invited the bids for certain items and ancillary services, viz., Procurement & installation of new office furniture for TCP's Office at Gwadar Port Authority, Gwadar. Has accepted the bid by the supplier for the supply and installation of furniture items in the sum of (contract price) ( herein called the contract price).

NOW, THIS AGREEMENT WITNESSES AS FOLLOWS:

In this agreement word and expression shall have the same meaning as are respectively assigned to them in the condition of contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.

a) The bid form and the price schedule submitted by the bidder
b) Schedule of requirement, the technical specification
c) The procuring agency's Notification of award.

3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the items and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

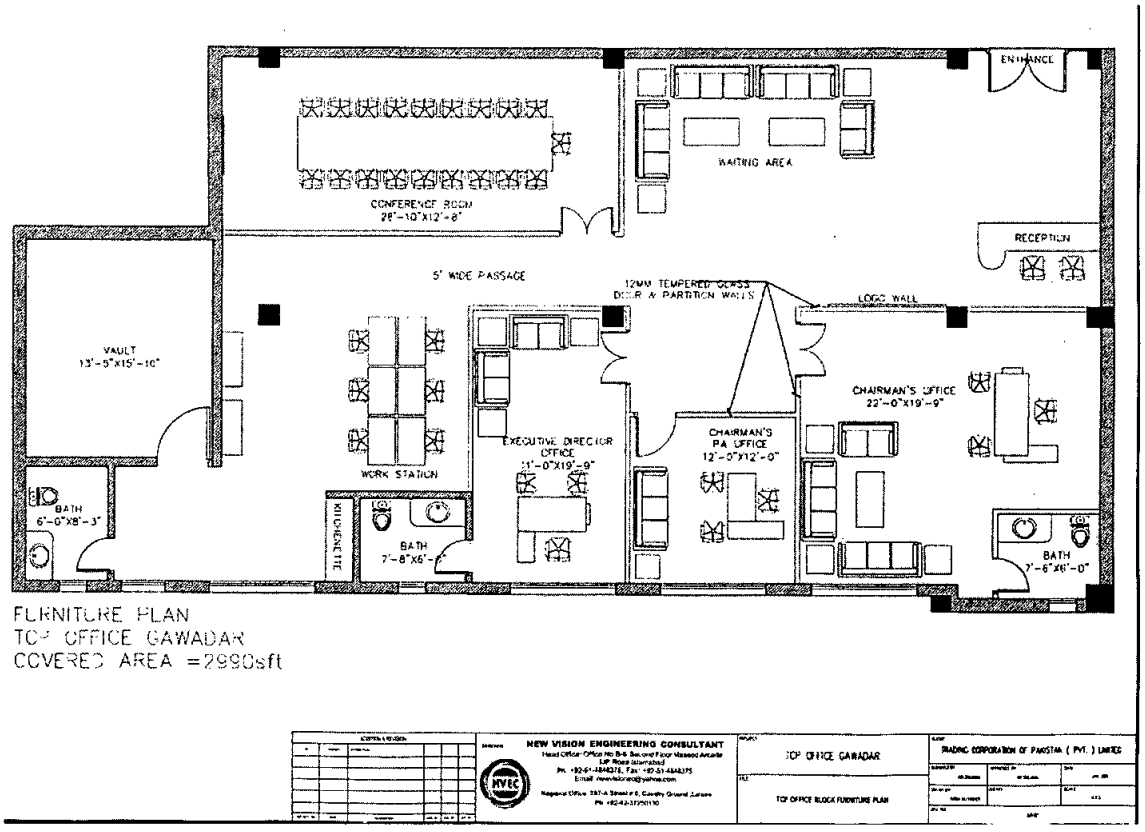
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the items and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

INWITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written

Signed, sealed, delivered by_____ the_____(for the Procuring agency)

Signed, sealed, delivered by_____the_____(for the Supplier)

## Gwadar Office Drawing




FURNITURE PLAN
TCP OFFICE GAWADAR
COVERED AREA =2990sft

NEW VISION ENGINEERING CONSULTANT

TCP OFFICE GAWADAR

TRADING CORPORATION OF PAKISTAN ( PVT. ) LIMITED

TCP OFFICE BLOCK FURNITURE PLAN