



STATE BANK OF PAKISTAN
SBP BANKING SERVICES CORPORATION
MUZAFFARABAD

Request for Quotations

for

**Preventive Maintenance of 500 kVA & 30 kVA Diesel Generator Sets installed at SBP BSC
(Bank) Muzaffarabad**

June 2024



SBP-BSC (Bank)

Contractor Stamp and Signature



STATE BANK OF PAKISTAN
SBP BANKING SERVICES CORPORATION (BANK),
MUZAFFARABAD

Reference No: MUZ/ENGG./72391/PM-DG Sets

Date: 05-06-2024

Preventive Maintenance of 500 kVA & 30 kVA Diesel Generator Sets installed at SBP BSC
(Bank) Muzaffarabad

1. Sealed Quotations are invited from the bidders/firms dealing in "Preventive Maintenance of 500 kVA & 30 kVA Diesel Generator Sets installed at SBP BSC (Bank) Muzaffarabad" and are registered with Income Tax and Sales Tax Department and are on Active Tax Payers list of Federal Board of Revenue/AJK Council.
2. The RFQ containing detailed terms and conditions etc. are available at the office of Assistant Executive Engineer, Engineering Department, State Bank of Pakistan SBP BSC (Bank), Muzaffarabad Phone No. 05822-921927. The prospective bidders may download the RFQ from procuring agency's website i.e. www.sbp.org.pk and submit the RFQ in accordance with the given requirements, duly signed & stamped by the authorized person.
3. Quotations must be dropped in tender box kept in the office of the PA to Chief Manager, SBP BSC (Bank), Muzaffarabad on or before 12-06-2024 till 03:15 PM. The quotations will be opened on the same day at the same venue at 03:45 PM in the presence of the bidders who will like to attend the quotations opening session. In case opening date is falling on a public holiday, the quotations will be opened on next working day at the same time at the same venue.

- Sd/-

Chief Manager

State Bank of Pakistan
SBP BSC (Bank) Muzaffarabad
Phone: 05822-921927



SBP-BSC (Bank)

Contractor Stamp and Signature

Preventive Maintenance of 500 kVA & 30 kVA Diesel Generator Sets installed at SBP BSC**(Bank) Muzaffarabad****(Bill of Quantities)**

Sr. No.	Description	Unit	Qty	Rate (Rs.)	Amount (Rs.)
A	500 kVA Diesel Generator Set				
1	Supply of Oil Filter LF-777 of approved brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	1		
2	Supply of Oil Filter LF-670 of approved brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	2		
3	Supply of Fuel Filter FF-185 of approved brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	1		
4	Supply of Air Filter AH-1101 of approved brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	1		
5	Supply of Water Filter WF-2073 of approved Brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	1		
6	Supply of Coolant for Radiator of approved Brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	Liters	4		
7	Supply of Engine Oil Delo Gold 15W-40 of approved brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	Liters	40		
8	Complete servicing of Radiator (Internal & External). Complete in all respects as per site requirements and as directed by the Engineer In-charge.	Job	1		
9	Installation, testing & commissioning of Item No. 1-8. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	Job	1		
Total Amount (Rs.) (A)					



B	30 kVA Diesel Generator Set				
10	Supply of Oil Filter LF-2654408 of approved brand, complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	1		
11	Supply of Fuel Filter FF-018 of approved brand, complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	1		
12	Supply of Air Filter AF-5326205 of approved Brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	No.	1		
13	Supply of Coolant for Radiator of approved Brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	Liters	2		
14	Supply of Engine Oil Delo Gold 15W-40 of approved brand. Complete in all respects as per site requirements and as directed by the Engineer In-charge.	Liters	8		
15	Complete servicing of Radiator (internal & external), complete in all respects as per site requirements and as directed by the Engineer In-charge.	Job	1		
16	Installation, testing & commissioning of Item No. 11-15, complete in all respects as per site requirements and as directed by the Engineer In-charge.	Job	1		
Total Amount (Rs.) (B)					
Grand Total Amount (Rs.) (C=A+ B)					

(Rupees -----only)



Instructions to Bidders and Terms & Conditions:

1. **Quotations Opening Date/Time** **12-06-2024 @ 03:45 PM.**
2. **Quotations Opening Venue:** Chief Manager Chamber, 1st Floor Main Building, SBP BSC (Bank), Muzaffarabad
3. **Earnest Money: N/A**
4. **Completion Time: 15 Days**
5. **Validity of Bids** from the opening date: **30 Days**
6. **Mode of Payment: 100%** after completion of work/delivery.
7. The bidders/ firms should be registered with Income Tax Department and General Sales Tax Department and Active Tax Payers List (ATL) of the Federal Board of Revenue/ AJK Council. ***GST and Income Registration certificate to be attached with bid.***
8. The bidders/ firms should be registered with relevant Sales Tax Authority/ Department/ Board. (If the bidder/ firm is not registered 100% applicable sales/ services tax shall be deducted by the Bank at source)
9. Quotations shall be opened on the date, time and venue as mentioned above in the presence of bidders or their authorized representatives who may like to be present.
10. Bidders are advised to visit the site before submitting quotations. By submitting the quotations, it is deemed that bidders are fully aware of site conditions and requirements.
11. Bids will be checked by the Employer for any arithmetic errors. Where there will be a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern. The amount stated in the Bid will be adjusted by the Employer accordingly and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, the Bid will be rejected.
12. The Employer will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question like pooling, or giving bribery/ prizes or any sum of money etc. to the persons responsible or engaged in procurement or to other prospective bidders; or the Employer will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract within its jurisdiction if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract.
13. Sub-Contracting is not allowed under any circumstances.
14. Contractors are advised to make good any damages rendered during the job at their own expense, and must bring the site to original condition and state of cleanliness after job completion.
15. Contractor is responsible for the safety of his staff.
16. Contractors are obliged to dispose of waste and debris after approval of the Engineer In-charge.
17. Material must be of genuine origin as mentioned. Bank reserves the right to demand and check purchase documentation of the contractor to verify genuineness of material.
18. Manufacturer's warranty cards must be attached wherever applicable with delivery challan/GRN.
19. No price adjustment shall be made for any variation in the market prices, taxes/ duties or change in wages or the Law.



20. No advance payment shall be made by the Bank to the Contractor.
 21. If any dispute arises between the parties (the firm & the Employer), the matter shall be referred to the Director Engineering who will examine the matter in detail and give the decision which will be final & binding upon the parties.
 22. For valuation of variations and approval of rates for non-BOQ/extra items, the decision of the Director/Head Engineering will be final & binding upon the parties.
 23. The firm shall keep strictly confidential and not make use of any confidential information supplied by the Employer other than to perform this Contract, and shall impose the same obligations on its employees.
 24. Bank/ employer reserve the right to reject any or all of the bids as per PPRA rules.
 25. All applicable taxes/ levies etc. shall be deducted at source from the firm's payable amounts at the prevailing government rates at the time of payment.
 26. Those firms who have failed to perform previously with SBP / SBP BSC are not eligible to bid.
 27. In case of any breach of any terms & conditions, SBP-BSC reserves right to take punitive action for which decision of the Director of Engineering shall be conclusive.
 28. In case of late completion a **penalty of Rs. 500 / day** will be imposed.
- Bid must be un-conditional, incomplete and conditional bid will be rejected.

Undertaking by the Bidder:

I ----- had visited the site and have fully understood the scope of work & specifications. All the above Terms & Conditions are acceptable to us. We are not blacklisted by the Bank or any other organization. We also undertake that this quotation has been prepared without any collusion/pooling or by adopting any unauthorized practice.

Date:

Bidder's Signature

Name & CNIC No. of the contact person	
Company/Business Name:	
NTN Number:	
Sales Tax number / GST / Provincial services tax	
Phone No:	
Cell No:	
Fax No:	
Email ID:	
Business Address:	

