

# **BIDDING DOCUMENTS**

## **REQUEST FOR PROPOSAL (RFP) NATIONAL COMPETITIVE BIDDING Single Stage-Two Envelope**



### **PROCUREMENT OF STONE PICKER ALONG WITH TRACTOR AND ACCESSORIES**

**RFP NO. 02/ IPDA /2021-22**

**ASSISTANT AGRICULTURAL ENGINEER,  
(FIELD & WORKSHOP), DG KHAN OPPOSITE ZOO, NEAR CIRCUIT  
HOUSE, DG KHAN. Ph: 064-9260128  
([aae.fw.dgk@gmail.com](mailto:aae.fw.dgk@gmail.com))**

**OFFICE OF THE ASSISTANT AGRICULTURAL ENGINEER (FIELD & WORKSHOP), DG KHAN OPPOSITE ZOO, DG KHAN.**

**TENDER NOTICE**

Sealed bids are invited on delivered duty paid (DDP), at Purchaser's end basis at DG Khan in Pak Rupees (Inclusive of all Taxes), from the interested eligible firms registered with the Sales Tax and Income Tax Departments, with active status, for the procurement of Stone Picker along with Tractor and Accessories as a package.

Sr. No.	Procurement Name	Package (Nos.)	Estimated Cost (Rs.)	Bid Security	Due On
1	Procurement of Stone Picker along with Tractor and Accessories	2	50,000,000/-	2% of the Estimated Cost	21/12/2021 (11:00 AM)

**Note:**

a.	The bidders are required to submit their best and final proposals on the basis of single stage two envelope procedure, containing the financial proposal and the technical proposal, separately, as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 amended up to date.
b.	The bid containing the financial and technical proposal, duly completed, signed, stamped, sealed and in complete conformity with Tender Document should be dropped, in the Tender Box, placed at office of the Assistant Agricultural Engineer(Field & Workshop), DG Khan opposite Zoo DG Khan before <b>11:00 AM</b> , on <b>December 21, 2021</b> which shall be opened at 2:30 PM on the same date and venue in the presence of the bidders who desire to participate in the bid opening.
c.	The Bidding Documents containing specifications and detailed terms and conditions may be obtained from the <b>office of the Assistant Agricultural Engineer(Field &amp; Workshop), DG Khan opposite Zoo DG Khan on any working day during office hours against non-refundable cash payment of Rs.1000/- for tender</b> immediately after the appearance of advertisement in newspapers.
d.	The withholding of all relevant taxes at source, at the prescribed rate is applicable.
e.	The procuring agency reserves the right to reject all proposals at any time before the acceptance of bid or proposal as per rule 35 of Punjab Procurement Rules, 2014 amended up to date.
f.	Bids shall be in the prescribed format, sealed and accompanied by the Bid Security in the form of Call Deposit, Bank Draft, or Pay Order in favor of <b>Assistant Agricultural Engineer (Field &amp; Workshop), DG Khan</b> , having its <b>validity 180 days from the date of opening of the bid.</b>
g.	The bidders are requested to give their best and final prices (Inclusive of all taxes), as no negotiations are expected.
h.	The tender advertisement can also be browsed from PPRA Website <a href="http://ppra.punjab.gov.pk">http://ppra.punjab.gov.pk</a> and department website <a href="http://field.agripunjab.gov.pk/tenders">http://field.agripunjab.gov.pk/tenders</a>
i.	Punjab Procurement Rules (PPR) 2014, amended upto date will be applicable to this procurement.
j.	<b>For further information or clarifications, please contact Mr. Ahmad Raza, Assistant Agricultural Engineer, Field &amp; Workshop, DG Khan at:</b> Office of the Assistant Agricultural Engineer, Field & Workshop, DG Khan opposite Zoo DG Khan Phone No.064-9260128.

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# Part-I

## Section I. Instructions to Bidders (ITB)

### A. Introduction

- 1. Source of Funds**
  - 1.1 The Procuring Agency named in the Bid Data Sheet has received budget from the Government of Punjab. The Procuring Agency intends to apply a portion of the proceeds of this budget to eligible payments under the contract for which this Invitation for Bids is issued.
  
- 2. Eligible Bidders**
  - 2.1 This Invitation for Bids is open to all suppliers, except as provided hereinafter.
  - 2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.
  - 2.3 Government-owned enterprises may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government.
  - 2.4 Bidders shall not be under a declaration of blacklisting by any Government department or Punjab Procurement Regulatory Authority (PPRA).
  
- 3. Eligible Goods and Services**
  - 3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the *Bid Data Sheet (BDS)*, and all expenditures made under the contract will be limited to such goods and services.
  - 3.2 For purposes of this clause, “origin” means the place where the goods are mined, grown, or produced or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that are substantially different in basic characteristics or purpose or utility from its components.
  - 3.3 The origin of goods and services is distinct from the nationality of the Bidder.
  
- 4. Cost of Bidding**
  - 4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as “the Purchaser,” will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

## **B. The Bidding Documents**

- 5. Content of Bidding Documents**
- 5.1 The goods required, bidding procedures, and contract terms are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents include:
- (a) Instructions to Bidders (ITB)
  - (b) Bid Data Sheet
  - (c) Schedule of Requirements
  - (d) Technical Specifications
  - (e) Bid Submission Form
  - (f) Manufacturer's Authorization Form
  - (g) Price Schedules
  - (h) Contract Form
  - (i) Performance Security Form
  - (j) General Conditions of Contract (GCC)
  - (k) Special Conditions of Contract (SCC)
- 5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.
- 6. Clarification of Bidding Documents**
- 6.1 A prospective Bidder requiring any clarification of the bidding documents may notify the Purchaser in writing or by email at the Purchaser's address indicated in ITB Clause 19.1. The Purchaser will respond in writing to any request for clarification of the bidding documents which it receives no later than three (3) days before the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Purchaser's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective bidders that have received the bidding documents.
- 7. Amendment of Bidding Documents**
- 7.1 At any time before the deadline for submission of bids, the Purchaser, for any reason, whether at its initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.
- 7.2 All prospective bidders that have received the bidding documents will be notified of the amendment in writing or by email and will be bidding on them.
- 7.3 To allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Purchaser, at its discretion, may extend the deadline for the submission of bids.

## C. Preparation of Bids

- 8. Language of Bid** 8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in the same language.
- 9. Documents Comprising the Bid** 9.1 The bid prepared by the Bidder shall comprise the following components:
- (a) a Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12;
  - (b) documentary evidence established in accordance with ITB Clause 13 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted;
  - (c) documentary evidence established in accordance with ITB Clause 14 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the bidding documents; and
  - (d) bid security furnished in accordance with ITB Clause 15.
- 10. Bid Form** 10.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.
- 11. Bid Prices** 11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.
- 11.2 Prices indicated on the Price Schedule shall be **delivered duty paid (DDP) prices**.
- 11.4 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Purchaser and will not in any way limit the Purchaser's right to contract on any of the terms offered.
- 11.5 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account unless otherwise specified in the Bid Data Sheet. A bid submitted with an **adjustable price quotation** will be treated as nonresponsive and will be rejected, pursuant to ITB Clause 24.
- 12. Bid Currencies** 12.1 Prices shall be quoted in **Pak Rupees** unless otherwise specified in the Bid Data Sheet.
- 13. Documents Establishing Bidder's** 13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.

**Eligibility and Qualification**

13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Purchaser's satisfaction that the Bidder, at the time of submission of its bid, is eligible as defined under ITB Clause 2.

13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Purchaser's satisfaction:

- (a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' manufacturer or producer to supply the in Pakistan;
- (b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;
- (c) that, in the case of a Bidder not doing business within Pakistan, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and
- (d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet.

**14. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents**

14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.

14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a **certificate of origin** issued at the time of shipment.

14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:

- (a) a detailed description of the essential technical and performance characteristics of the goods;
- (b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuous functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Purchaser; and

- (c) an item-by-item commentary on the Purchaser's Technical Specifications demonstrating **substantial responsiveness** of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.4 For purposes of the commentary to be furnished according to ITB Clause 14.3(c) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Purchaser in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its bid, provided that it demonstrates to the Purchaser's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

## **15. Bid Security**

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet.

15.2 The bid security is required to protect the Purchaser against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.

15.3 The bid security shall be in Pak. Rupees and shall be in one of the following forms:

- (b) Bank call-deposit (CDR), Demand Draft (DD), or Pay Order (PO) valid for thirty (30) days beyond the validity of the bid.

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Purchaser as nonresponsive, pursuant to ITB Clause 24.

15.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Purchaser pursuant to ITB Clause 16.

15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

- (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- (b) in the case of a successful Bidder, if the Bidder fails:
  - (i) to sign the contract in accordance with ITB Clause 32;**or**



- (ii) to furnish performance security in accordance with ITB Clause 33.

**16. Period of Validity of Bids**

- 16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Purchaser, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Purchaser as nonresponsive.
- 16.2 In exceptional circumstances, the Purchaser may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing (or by email). The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in ITB Clause 16.3.
- 16.3 In the case of fixed-price contracts, if the award is delayed by a period exceeding sixty (60) days beyond the expiry of the initial bid validity, the contract price will be adjusted by a factor specified in the request for an extension.

**17. Format and Signing of Bid**

- 17.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.
- 17.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for unamended printed literature, shall be initialed by the person or persons signing the bid.
- 17.3 Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- 17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

**D. Submission of Bids**

**18. Sealing and Marking of Bids**

- 18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.
- 18.2 The inner and outer envelopes shall:
  - (a) be addressed to the Purchaser at the address given in the Bid Data Sheet; and

- (b) bear the title of procurement Activity indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and the number indicated in the Bid Data Sheet, and a statement: “DO NOT OPEN BEFORE,” to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.

18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared “late”.

18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Purchaser will assume no responsibility for the bid’s misplacement or premature opening.

**19. Deadline for Submission of Bids**

19.1 Bids must be received by the Purchaser at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.

19.2 The Purchaser may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and obligations of the Purchaser and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

**20. Late Bids**

20.1 Any bid received by the Purchaser after the deadline for submission of bids prescribed by the Purchaser pursuant to ITB Clause 19 will be rejected and returned unopened to the Bidder.

**21. Modification and Withdrawal of Bids**

21.1 The Bidder may modify or withdraw its bid after the bid’s submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Purchaser prior to the deadline prescribed for submission of bids.

21.2 The Bidder’s modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked not later than the deadline for submission of bids.

21.3 No bid may be modified after the deadline for submission of bids.

21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder’s forfeiture of its bid security, pursuant to the ITB Clause 15.7.

## **E. Opening and Evaluation of Bids**

- 22. Opening of Bids by the Purchaser**
- 22.1 The Purchaser will open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign an attendance sheet evidencing their presence.
- 22.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Purchaser, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder pursuant to ITB Clause 20.
- 22.3 Bids (and modifications sent pursuant to ITB Clause 21.2) that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.
- 22.4 The Purchaser will prepare minutes of the bid opening.
- 23. Clarification of Bids**
- 23.1 During the evaluation of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.
- 24. Preliminary Examination**
- 24.1 The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 24.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 24.3 The Purchaser may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.
- 24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the Purchaser will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms

and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning **Bid Security** (ITB Clause 15), **Applicable Law** (GCC Clause 30), and **Taxes and Duties** (GCC Clause 32), will be deemed to be a material deviation. The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

24.5 If a bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

**25. Qualification & Evaluation of Bids**

25.1 In the absence of **prequalification**, the Purchaser will determine to its satisfaction whether the Bidder is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3.

25.2 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Purchaser deems necessary and appropriate.

25.3 The Purchaser will **technically evaluate** and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24, as per Technical Specifications required

25.4 The Purchaser's **financial evaluation** of a bid will be on delivered duty paid (DDP) price inclusive of prevailing taxes and duties.

**Alternate**

**25.5 Quality & Cost-based Selection:**

The following merit point system for weighing evaluation factors can be applied **if specified** in the Bid Data Sheet. The number of points allocated to each factor shall be specified in the Bid Data Sheet.

*[In the Bid Data Sheet, choose from the range of]*

Price of the goods	60 to 90
Quality, technology, and metallurgy	0 to 20
Performance and productivity	0 to 20
Standardization	0 to 20
Projected life-cycle cost	0 to 20
Operating and maintenance costs	0 to 20
Cost of spare parts and after-sales-service	0 to 20

Total 100

The bid scoring the highest number of points will be deemed to be the lowest evaluated bid.

- 26. Contacting the Purchaser** 26.1 Subject to ITB Clause 23, no Bidder shall contact the Purchaser on any matter relating to its bid, from the time of the bid opening to the time evaluation report is made public i.e. 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has a grievance to the notice of the Purchaser, it should do so in writing.
- 26.2 Any effort by a Bidder to influence the Purchaser during bid evaluation, or bid comparison may result in the rejection of the Bidder's bid.

#### **F. Award of Contract**

- 28. Award Criteria** 28.1 Subject to ITB Clause 30, the Purchaser will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
- 29. Purchaser's Right to Vary Quantities at Time of Award** 29.1 The Purchaser reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.
- 30. Purchaser's Right to Accept or Reject All Bids** 30.1 The Purchaser reserves the right to accept or reject all bids, and to annul the bidding process at any time prior to contract award, without thereby incurring any liability to the Bidder or bidders or any obligation to inform the Bidder or bidders of the grounds for the Purchaser's action.
- 31. Notification of Award** 31.1 Prior to the expiration of the period of bid validity, the Purchaser will notify the successful Bidder in writing by registered letter or by email, to be confirmed in writing by registered letter, that its bid has been accepted.
- 31.2 The notification of award will constitute the formation of the Contract.
- 31.3 Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Purchaser will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.
- 32. Signing of Contract** 32.1 At the same time as the Purchaser notifies the successful Bidder that its bid has been accepted, the Purchaser will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

32.2 Within seven (07) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Purchaser.

**33 Performance Security**

33.1 Within fourteen (14) days of the receipt of notification of award from the Purchaser, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or any other form acceptable to the Purchaser.

33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Purchaser may make the award to the next lowest evaluated Bidder or call for new bids.

**34. Corrupt or Fraudulent Practices**

34.1 The Procuring Agency requires that Bidders, Suppliers, and Contractors observe the highest standard of ethics during the procurement and execution of contracts. For the purposes of this provision, the terms set forth below are defined as follows:

(i) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or contract execution; and

(ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Agency,

(iii) “collusive practice” is an arrangement among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels for any wrongful gains, and to deprive the Procuring Agency of the benefits of free and open competition;

a) The Procuring Agency 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;

b) The Procuring Agency will sanction a firm, in accordance with prevailing Blacklisting procedures under Punjab Procurement Rules 2014, if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Bank-financed contract.

34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.

## Section II. Bid Data Sheet

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

<b>Introduction</b>	
<b>ITB 1.1</b>	<b>Name of Procuring Agency:</b> <i>Assistant Agricultural Engineer, (Field &amp; Workshop), DG Khan.</i>
<b>ITB 1.1</b>	<b>Name of Contract:</b> <i>Procurement of Stone Picker along with Tractor and Accessories</i>
<b>ITB 4.1</b>	<b>Name of Purchaser:</b> <i>Assistant Agricultural Engineer (Field &amp; Workshop), DG Khan.</i>
<b>ITB 6.1</b>	<p><b>For clarification purposes, the Employer's address is:</b></p> <p><i>Assistant Agricultural Engineer (Field &amp; Workshop), DG Khan, opposite Zoo, near Circuit House, DG Khan.</i></p> <p><i>Email address: aae.fw.dgk@gmail.com</i></p> <p><i>Phone No. 064-9260128</i></p>
<b>ITB 8.1</b>	<b>Language of the bid</b> – English

<b>Bid Price and Currency</b>	
<b>ITB 11.2</b>	<p><b>The price quoted shall be Delivered Duty Paid at the following location in accordance with the Schedule of Requirements:</b></p> <p><i>Agricultural Engineering Workshop, opposite Zoo, near Circuit House, DG Khan.</i></p>
<b>ITB 11.5</b>	The price shall be in <b>Pak Rupees</b> and shall be fixed.

<b>Preparation and Submission of Bids</b>	
<b>ITB 13.2</b>	<p>NTN and GST Registration Certificate, with active status</p> <p>Must Provide firm registration certificate with Registrar of Firms or Securities Exchange Commission of Pakistan</p>
<b>ITB 13.3 (b)</b>	Annual Tax Returns for the last 3 financial years (up to June 2021).

<p><b>ITB 13.3 (d)</b></p>	<p><b>Qualification requirements.</b> In addition to ITB 13.1, ITB 13.2, and ITB 13.3 (b), the potential bidder must also fulfill the following:</p> <ol style="list-style-type: none"> <li>a) The Bidder must be an <b>Authorized Distributor of the Manufacturer / Supplier</b> for sales &amp; service specifically for supply under this tender.</li> <li>b) <b>Technical Brochures</b> of Stone Picker &amp; Tractor quoted, mentioning its specifications, manufacture’s model and country of origin etc alongwith certificate from manufacturer confirming that the offered model meets the required Technical Specification.</li> <li>c) An <b>average annual sale</b> for the last 3 years shall not be less than 100.000 Million which shall be determined from the Income Tax Returns submitted to FBR.</li> <li>d) The bidder must have after sales network in Punjab province for <b>repair and maintenance facilities</b>.</li> <li>e) <b>Authority Letter</b> from the Bidder Company authorizing the relevant person to represent the company.</li> </ol>								
<p><b>ITB 15.1</b></p>	<p><b>Amount of Bid Security:</b></p> <table border="1" data-bbox="544 1032 1417 1429"> <thead> <tr> <th data-bbox="544 1032 624 1106">Sr.</th> <th data-bbox="624 1032 959 1106">Package Description / List of Goods</th> <th data-bbox="959 1032 1209 1106">Estimated Cost</th> <th data-bbox="1209 1032 1417 1106">Bid Security</th> </tr> </thead> <tbody> <tr> <td data-bbox="544 1106 624 1429">1.</td> <td data-bbox="624 1106 959 1429">           Procurement of Stone Picker along with Tractor and accessories.   <b>(Detail of Package Attached As Annexure-I)</b> </td> <td data-bbox="959 1106 1209 1429">Rs. 50.000 million</td> <td data-bbox="1209 1106 1417 1429">One million (2% of the Estimated Price)</td> </tr> </tbody> </table> <p>Bids shall be in the prescribed format, sealed and accompanied by the Bid Security in the form of Call Deposit, Bank Draft, or Pay Order in favor of <b>Assistant Agricultural Engineer (Field &amp; Workshop), DG Khan, office of the Assistant Agricultural Engineer, (Field &amp; Workshop), DG Khan, opposite Zoo, near Circuit House, DG Khan, having its validity 180 days from the date of opening of the bid.</b></p>	Sr.	Package Description / List of Goods	Estimated Cost	Bid Security	1.	Procurement of Stone Picker along with Tractor and accessories.  <b>(Detail of Package Attached As Annexure-I)</b>	Rs. 50.000 million	One million (2% of the Estimated Price)
Sr.	Package Description / List of Goods	Estimated Cost	Bid Security						
1.	Procurement of Stone Picker along with Tractor and accessories.  <b>(Detail of Package Attached As Annexure-I)</b>	Rs. 50.000 million	One million (2% of the Estimated Price)						
<p><b>ITB 16.1</b></p>	<p><b>Bid Validity Period: 180 days</b> after the date of opening of the bid.</p>								
<p><b>ITB 17.1</b></p>	<p>The bids shall be submitted in the format of <b>Single Stage Two Envelops</b>. The envelopes shall be marked as “<b>Technical Proposal</b>” and “<b>Financial Proposal</b>” along with the name of the bidding firm.</p> <p><b>Number of Copies: 01 Copy</b></p>								

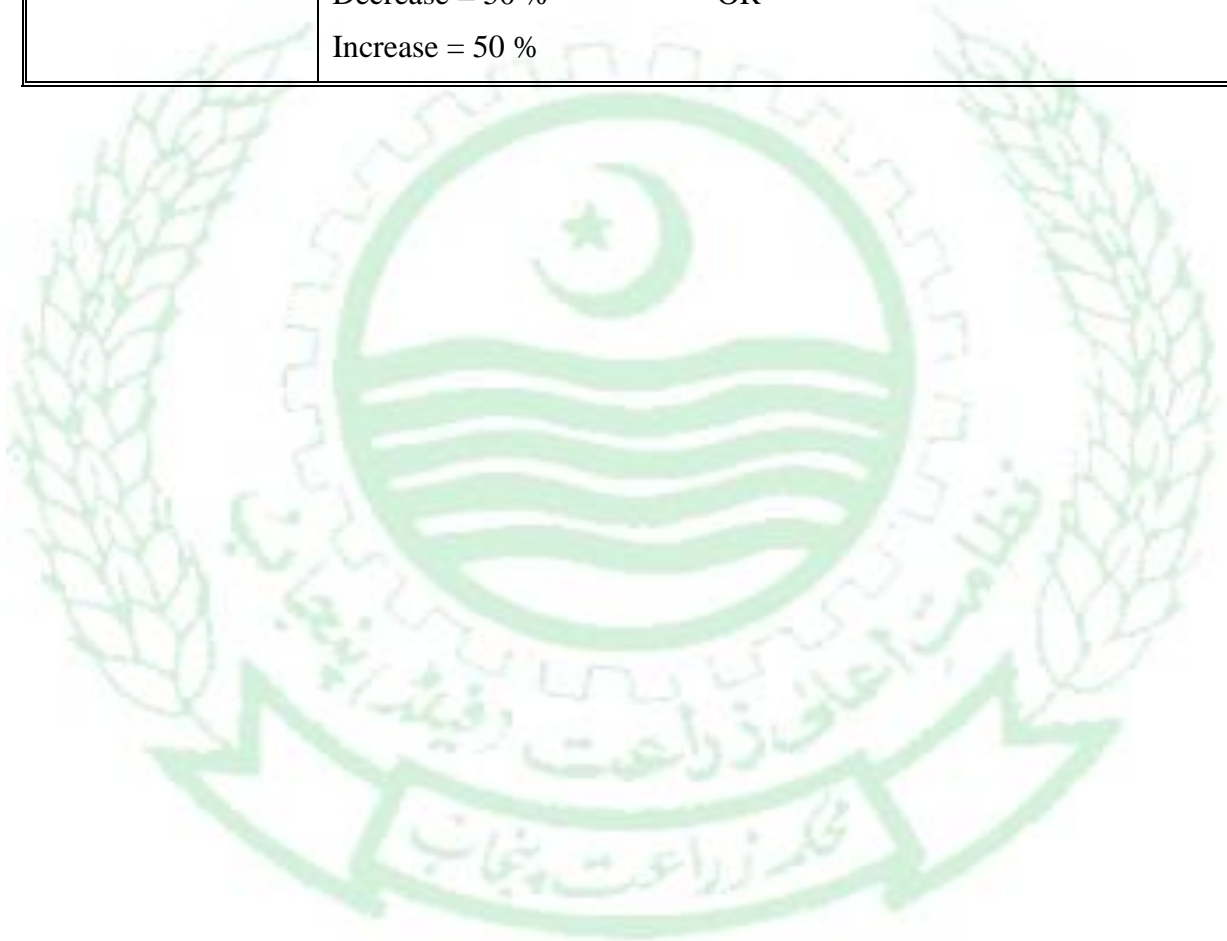


	<p><b><u>Technical Proposal: Original</u></b></p> <p><b><u>Financial Proposal: Original</u></b> (on prescribed forms, i.e. Bid Submission Form &amp; Price Schedules)</p> <p><b>Note:</b> These Forms are provided with these Bidding Documents.</p> <p>All the TWO envelopes shall be placed in a common outer envelope which shall contain the following title</p> <p><b>Procurement of Stone Picker along with Tractor and Accessories (Detail of Package Attached as Annexure-I)</b></p> <p>The envelope shall be addressed to <b>ASSISTANT AGRICULTURAL ENGINEER (FIELD &amp; WORKSHOP), DG KHAN, OFFICE OF THE ASSISTANT AGRICULTURAL ENGINEER, (FIELD &amp; WORKSHOP), DG KHAN, OPPOSITE ZOO, NEAR CIRCUIT HOUSE, DG KHAN</b>, with name &amp; address of the bidder.</p>
ITB 18.2 (a)	<b>Address for Bid Submission: Office of the Assistant Agricultural Engineer, (Field &amp; Workshop), DG Khan, opposite Zoo, near Circuit House, DG Khan.</b>
ITB 18.2 (b)	<p><b>IFB Title and Number:</b></p> <p><b>IFB Title: <u>Procurement of Stone Picker along with Tractor and Accessories</u></b></p> <p>Tender No: <b><u>02/ IPDA /2021-22</u></b></p>
ITB 19.1	<p><b>Deadline for Bid Submission:</b></p> <p>Bid containing the financial and technical proposal, duly completed, signed, stamped, sealed and in complete conformity with Tender Document should be dropped, in the Tender Box, placed at <b>office of the Assistant Agricultural Engineer (Field &amp; Workshop), DG Khan opposite Zoo DG Khan, near Circuit House, DG Khan</b> before <b>11:00 AM, on December 21, 2021.</b></p>
ITB 22.1	<p><b>Time, Date, and Place for Bid Opening:</b></p> <p><b>Time: <u>02:30 PM.</u></b></p> <p><b>Date: <u>21-12-2021.</u></b></p> <p><b>Place: <u>Office of the Assistant Agricultural Engineer (Field &amp; Workshop), DG Khan, opposite Zoo, near Circuit House, DG Khan.</u></b></p>

## Bid Evaluation

<b>ITB 25.3</b>	<p><b>Criteria for bid evaluation will be:</b></p> <p>Lowest <b>Delivered Duty Paid (DDP)</b> Total Price offered by the qualified responsive bidder.</p> <p>Bidders are required to quote rate of the package as a whole on <b>Delivered Duty Paid (DDP)</b> basis including prevailing taxes, duties etc. The bid will be evaluated as a whole package comprising of Stone Picker alongwith Tractor and Accessories.</p>
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<b>Contract Award</b>	
<b>ITB 29.1</b>	<p><b>The percentage of quantity increase or decrease:</b></p> <p>Decrease = 50 %                      OR</p> <p>Increase = 50 %</p>



## Section III. Schedule of Requirements

### DELIVERY SCHEDULE

Sr.	Location	Package Description / List of Goods	Qty	Delivery Period from the date of Notification of Award
1.	Office of the Assistant Agricultural Engineer (Field & Workshop), DG Khan, opposite Zoo, near Circuit House, DG Khan.	Procurement of Stone Picker along with Tractor and accessories <b>(Detail of Package Attached As Annexure-I)</b>	2 Nos.	Up to 30-04-2022 (The offer beyond the Delivery Period shall not be accepted)



## Technical Specifications

### TECHNICAL SPECIFICATIONS OF STONE PICKER

Sr. No.	Parameters	Specifications / Description
1	Application	For Separation of stones from soil
2	Type	Tractor mounted / trailed
3	Storage Capacity	≥ 4800 kg
4	Length	≥ 5000 mm
5	Width	≥ 2200 mm
6	Working Width	≥ 2000 mm
7	Tipping Height	≥ 2000 mm
8	Stone Size	≥ 30-300 mm
9	Working Depth	≥ 100
10	Stone Collecting Mechanism	PTO Operated Collecting Drum System having reinforced bars / spikes / springs / hooks / tines with sieve mechanism
11	Stone Unloading System	Hydraulic
12	Tyre size	12.5/80-18 As Per Manufacturer's Standard
13	Origin	Imported
14	Tractor's Requirement	Tractor Requirements Compatible with Stone Picker are Attached as <b>Annexure – A</b>
15	Warranty	Free: 01 Year for Parts & Service Extended 05 Year for Parts supply on payment

## TECHNICAL SPECIFICATIONS OF TRACTOR

Sr. No	Parameters	Specification/Description
1	Application	Used to Operate Stationary / Trailed machinery (Specially stone picker)
2	Horse power	≥80 HP or compatible with stone picker
3	Hydraulic Pump flow	≥ 20 Liters /min or compatible with stone picker
4	Hydraulic Pump pressure	≥150 bar or compatible with stone picker
5	Power transmission	PTO driven (540 rpm or compatible Stone picker)
6	Transmission	Manual or Auto , As per Manufacturers standards
7	Steering	Power / Hydraulic Steering
8	Tyre Size	As per Manufacturers standards
9	AC Cabin	Provided
10	Roll over Protection (ROPs)	Cage type
11	Lighting system	Provided
12	Origin	Imported
13	Warranty	Free: 01 Year for parts & Service Extended: 05 Years for parts supply on payment

## Section V. Bidding Forms

### I. Bid Submission Form

(on the Bidder's letterhead)

Date: \_\_\_\_\_

No: \_\_\_\_\_

To

The Assistant Agricultural Engineer  
(Field & Workshop), DG Khan,  
Agricultural Engineering Workshop, Opposite Zoo,  
Near Circuit House, DG Khan.

Having examined the bidding documents including **Addenda Nos.** *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver goods under the contract **Procurement of Stone Picker along with Tractor and Accessories** 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 obtain the **guarantee of a bank in a sum equivalent to 10% of the Contract Price** 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 180 days from the date fixed for Bid opening** under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and maybe 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.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of the agent	Amount and Currency	Purpose of Commission or gratuity
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\_\_\_\_\_

\_\_\_\_\_

(if none, state "none")

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_

*[signature]*

\_\_\_\_\_

*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

## II. Manufacturer's Authorization Form

[See Clause 13.3 (a) of the Instructions to Bidders.]

(**Manufacturer's Guarantee and Authorization Certificate** shall be issued by the manufacturer and furnished by the bidder along with the bid).

To:

Assistant Agricultural Engineer,  
(Field & Workshop), DG Khan,  
Agricultural Engineering Workshop, opposite Zoo,  
Near Circuit House, DG Khan.  
Phone #: 0649260128.

- a. I / We M/S \_\_\_\_\_ are manufacturer of (**Name of Machinery**). I / We certify that (**Name of Firm/Tenderer**) is authorized by us to quote our products against invitation to Tender No. \_\_\_\_\_ due on \_\_\_\_\_ for sales and providing the after-sales services and I / We have agreed to supply / manufacture the said Goods strictly in accordance with the specifications and other terms & conditions laid down in the Bidding Documents issued under the said Invitation for Bids.
- b. The Goods will be packed and marked as per the requirements of the contract.
- c. The Goods to be supplied by us will be brand new and free from any material/manufacturing defects, absolutely, and will be in the original packing of the manufacturer.
- d. I / We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of Contract for the Goods offered for supply by the above firm against this Invitation for Bids.

Signed & Stamp

M/S \_\_\_\_\_

Name of Manufacturer

*Note:* This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid.

### III. Price Schedules

**ITEM/ PACKAGE: Procurement of Stone Picker along with Tractor and Accessories**

Sr.	Item Description	Brand/Model/Origin	Qty	Unit Price (Rs.)	Total Amount (Rs.)
1.	Stone Picker alongwith Accessories & Tools				
2.	Tractor alongwith Accessories & Tools				
Total Package Price					
<b>TOTAL AMOUNT (Rs.)</b>					

**Note:**

- i. In case of discrepancy between the unit price and total, the unit price shall prevail.
- ii. The rate shall be quoted for each item separately and the bid shall be evaluated as a complete package.





## Part-II

### Section I. Contract Forms

(To be provided by the bidders on stamp paper of Rs.100 or higher, within 10 days after the notification of award of the contract)

#### I. Contract Form

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between Assistant Agricultural Engineer (Field & Workshop), DG Khan, (hereinafter called “the Purchaser”) of the one part and [name of Supplier] of (hereinafter called “the Supplier”) of the other part:

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz., **Stone Picker along with Tractor and Accessories** and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

NOW, THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions 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) The Schedule of Requirements;
  - (c) The Technical Specifications;
  - (d) The General Conditions of Contract;
  - (e) The Special Conditions of Contract; and
  - (f) The Purchaser’s Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods 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.

IN WITNESS 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 Purchaser)

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Supplier)

## Section II. General Conditions of Contract (GCC)

- 1. Definitions**
- 1.1 In this Contract, the following terms shall be interpreted as indicated:
- (a) “The Contract” means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - (b) “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
  - (c) “The Goods” means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Purchaser under the Contract.
  - (d) “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.
  - (e) “GCC” means the General Conditions of Contract contained in this section.
  - (f) “SCC” means the Special Conditions of Contract.
  - (g) “The Purchaser” means the organization purchasing the Goods, as named in SCC.
  - (h) “The Purchaser’s country” is the “Islamic Republic of Pakistan”.
  - (i) “The Supplier” means the individual or firm supplying the Goods and Services under this Contract.
  - (j) “The Project Site,” where applicable, means the place or places named in SCC.
  - (k) “Day” means calendar day.
- 2. Application**
- 2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.
- 3. Country of Origin**
- 3.1 For purposes of this Clause, “origin” means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of

components, a commercially recognized new product results that are substantially different in basic characteristics or purpose or utility from its components.

3.2 The origin of Goods and Services is distinct from the nationality of the Supplier.

**4. Standards**

4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.

**5. Use of Contract Documents and Information; Inspection and Audit by the Bank**

5.1 The Supplier shall not, without the Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The Supplier shall not, without the Purchaser's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.

5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Purchaser and shall be returned (all copies) to the Purchaser on completion of the Supplier's performance under the Contract if so required by the Purchaser.

5.4 The Supplier shall permit the Procuring Agency to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the Procuring Agency, if so required by the Procuring Agency.

**6. Patent Rights**

6.1 The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the Goods or any part thereof.

**7. Performance Security**

7.1 Within ten (10) days of receipt of the notification of contract award, the successful Bidder shall furnish to the Purchaser the performance security in the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Purchaser and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in Pakistan, in the form provided in the bidding documents or another form acceptable to the Purchaser; or
- (b) a cashier's or certified check.

7.4 The performance security will be discharged by the Purchaser and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations unless specified otherwise in SCC.

## **8. Inspections and Tests**

8.1 The Purchaser or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Purchaser. SCC and the Technical Specifications shall specify what inspections and tests the Purchaser require and where they are to be conducted. The Purchaser shall notify the Supplier in writing, promptly, of the identity of any representatives retained for these purposes.

8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Purchaser.

8.3 Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser.

8.4 The Purchaser's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in Pakistan shall in no way be limited or waived because of the Goods having previously been inspected, tested, and passed by the Purchaser or its representative prior to the Goods' shipment from the country of origin.

8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

## **9. Packing**

9.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the

remoteness of the Goods' final destination and the absence of heavy handling facilities at all transit points.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and any subsequent instructions ordered by the Purchaser.

**10. Delivery and Documents**

10.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.

10.2 Documents to be submitted by the Supplier are specified in SCC.

**11. Insurance**

11.1 The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is the seller's responsibility.

**12. Transportation**

12.1 The Supplier is required under the Contract to transport the Goods to a specified place of destination within the Purchaser's country, transport to such place of destination in the Purchaser's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.

**13. Incidental Services**

13.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or start-up of the supplied Goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied Goods;
- (c) furnishing of detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a time-period agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
- (e) training of the Purchaser's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

13.2 Prices charged by the Supplier for incidental services, if not included in the Contract Price for the Goods, shall be agreed upon

in advance by the parties and shall not exceed the prevailing rates charged for other parties by the Supplier for similar services.

#### **14. Spare Parts**

14.1 As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

- (a) such spare parts as the Purchaser may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
- (b) in the event of termination of production of the spare parts:
  - (i) advance notification to the Purchaser of the pending termination, within sufficient time to permit the Purchaser to procure needed requirements; and
  - (ii) following such termination, furnishing at no cost to the Purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

#### **15. Warranty**

15.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Purchaser's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier unless specified otherwise in SCC.

15.3 The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Purchaser.

15.5 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the Purchaser may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without

prejudice to any other rights which the Purchaser may have against the Supplier under the Contract.

## **16. Payment**

16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.

16.2 The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.

16.3 Payments shall be made promptly by the Purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the Supplier.

16.4 The currency of payment is Pak. Rupees.

## **17. Prices**

17.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, except for any price adjustments authorized in SCC or the Purchaser's request for bid validity extension, as the case may be.

## **18. Change Orders**

18.1 The Purchaser may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scope of the Contract in any one or more of the following:

- (a) drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser;
- (b) the method of shipment or packing;
- (c) the place of delivery; and/or
- (d) the Services to be provided by the Supplier.

18.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Purchaser's change order.

## **19. Contract Amendments**

19.1 Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by a written amendment signed by the parties.

## **20. Assignment**

20.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Purchaser's prior written consent.

- 21. Subcontracts**
- 21.1 The Supplier shall notify the Purchaser in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or obligation under the Contract.
- 21.2 Subcontracts must comply with the provisions of GCC Clause 3.
- 22. Delays in the Supplier's Performance**
- 22.1 Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the scheduled time-period prescribed by the Purchaser in the Schedule of Requirements.
- 22.2 If at any time during the performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.
- 22.3 Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of liquidated damages.
- 23. Liquidated Damages**
- 23.1 Subject to GCC Clause 25, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to GCC Clause 24.
- 24. Termination for Default**
- 24.1 The Purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:
- (a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Purchaser pursuant to GCC Clause 22; or



- (b) if the Supplier fails to perform any other obligation(s) under the Contract.
- (c) if the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or contract execution.

“fraudulent practice” means a misrepresentation of facts, in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Agency, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring Agency of the benefits of free and open competition.

24.2 In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue the performance of the Contract to the extent not terminated.

**25. Force Majeure** 25.1 Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

25.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

- 26. Termination for Insolvency** 26.1 The Purchaser may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, the termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Purchaser.
- 27. Termination for Convenience** 27.1 The Purchaser, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Purchaser's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- 27.2 The Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Purchaser at the Contract terms and prices. For the remaining Goods, the Purchaser may elect:
- (a) to have any portion completed and delivered at the Contract terms and prices; and/or
  - (b) to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and materials and parts previously procured by the Supplier.
- 28. Resolution of Disputes** 28.1 The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 28.2 If, after thirty (30) days from the commencement of such informal negotiations, the Purchaser and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or arbitration.
- 29. Governing Language** 29.1 The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.
- 30. Applicable Law** 30.1 The Contract shall be interpreted in accordance with the laws of the Islamic Republic of Pakistan.

**31. Notices**

31.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by fax and confirmed in writing to the other party's address specified in SCC.

31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

**32. Taxes and Duties**

32.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Purchaser.



## Section III. Special Conditions of Contract (SCC)

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

### 1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Purchaser is: Assistant Agricultural Engineer (F&W), DG Khan.

GCC 1.1 (h)—The Purchaser's country is: Islamic Republic of Pakistan

GCC 1.1 (i)—The Supplier is: [Detail]

### 2. Country of Origin (GCC Clause 3)

- i. Country of Origin means the country where the company or brand is registered or incorporated.

### 3. Performance Security (GCC Clause 7)

- i. GCC 7.1— The amount of performance security, as a percentage of the Contract Price, shall be 10% (Ten per cent of the contract price) in the shape of CDR or Bank Guarantee (Form of Performance Security – Annexure-IV), shall be required to be provided by the bidder at the time of acceptance of Award of contract.
- ii. The Performance security of the successful bidder/s shall be released after successful completion of warranty period i.e., 01 Year for parts & Service (Free). In case of unsatisfactory performance on part of the supplier, the “Performance Security” shall be forfeited or retained till satisfactory completion of task.

### 4. Inspections and Tests (GCC Clause 8)

GCC 8.6—

Inspection and tests prior to delivery of goods and at final acceptance are:

Two Inspections shall be conducted:

- a) In case of fresh import, the supplier shall intimate the Procuring Agency about the arrival of shipment which will be preliminarily inspected and sealed by a representative of the procuring agency at the port of entry in the presence of the supplier (if desired).
- b) The **final joint inspection** of the goods supplied shall be carried out at the premises of the procuring agency by the Inspection Committee, nominated by the Procuring Agency, in the presence of the supplier. In this respect, the final joint inspection report will be issued which will be attached with the payment invoice/bill. The call for final inspection shall be sent by the supplier to the procuring agency one week in advance.

The purpose of inspection shall be, but not limited to, to determine:

- i) For being Brand New, bearing relevant reference numbers of the equipment
- ii) For Physical Fitness having No Damages
- iii) For the Country of Origin as quoted by the Supplier (Certificate from manufacturer)
- iv) To verify either the specification of the product is same as mention in the contract or not.

## 5. Delivery and Documents (GCC Clause 10)

GCC 10.3— Upon shipment, the Supplier shall notify the Purchaser, the full details of the shipment, including Contract number, description of Goods, quantity, and usual transport document. The Supplier shall mail / provide the following documents to the Purchaser:

- (i) Copies of the Supplier's invoice showing Goods' description (the detail of lot, quantity, unit price of lot, and total amount;
- (ii) Original and two copies of the usual transport document (for example, a negotiable bill of landing, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;
- (iii) Copies of the packing list identifying contents of each lot;
- (iv) Insurance Certificate (if any);
- (v) Certificate of Origin.
- (vi) The above documents would be required even if the equipment has already been imported and is available with the supplier ex-stock
- (vii) Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements.

## 6. Insurance (GCC Clause 11)

GCC 11.1— The Goods supplied under the Contract shall be Delivered Duty Paid (DDP) under which risk is transferred to the Buyer after having been delivered. Hence insurance coverage is the seller's responsibility. Since the Insurance is the seller's responsibility they may arrange appropriate coverage.

## 7 Training (GCC Clause 13)

GCC 13.1 Incidental services to be provided are:

- i. At site complete training of Purchaser's nominated staff regarding maintenance and operation of Goods.
- ii. At site preventive maintenance on quarterly basis by the bidder's qualified staff for one year, starting from final acceptance of goods. The rate must include cost for all kinds of labor, inputs and material required for above, and all applicable government taxes and levies. Rate for the above items shall be deemed to have been covered in the overall quoted cost.

## 8. Warranty (GCC Clause 15)

GCC 15.2—In accordance with the provisions, the warranty period shall be as under:

Free:	01 Year for Parts & Service
Extended:	05 Years for parts supply on payment

During the warranty period, the bidder/contractor shall be responsible for free and immediate replacement. Further, the tenderer/Bidder shall also provide immediate free replacement of the whole of the goods or part thereof in case of a major failure of the supplied items and provide immediate free repair in case of minor failure up to the requirement/satisfaction of the purchaser. The tenderer/Bidder shall provide technical supervision on and off for the operation of the stone picker and tractor free of charges during the warranty period.

- (a) Make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary without making alteration in the structure of the machinery in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 4,
- or**
- (b) Replacement of the whole unit or any part at the site including transportation, installation, testing & commissioning, etc in case of major defect at his own cost.
- (c) Pay liquidated damages to the Purchaser concerning the failure to meet the contractual guarantees. The rate of these liquidated damages shall be 0.075 % of the contract price per day. The maximum amount of liquidated damages for the whole of the goods or part thereof shall be 5% of the contract price.

GCC 15.4 & 15.5—the period for correction of defects in the warranty period is 7 days from the date of the complaint by the Purchaser or its staff to Supplier.

#### **8. Payment (GCC Clause 16)**

GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

##### **Payment for Goods supplied:**

- i. Payment shall be made in Pak. Rupees after completion of the entire supply or Part-payment against part supply if requested by the supplier can be allowed by the procuring agency.
- ii. **Payment against Delivered Goods:** Upon submission of the claim, the supplier shall be paid within thirty (30) days of receipt of the Goods at the site after performing the requisite inspection and tests as mentioned in SCC 4.

#### **9. Prices (GCC Clause 17)**

GCC 17.1—Prices shall be: Fixed.

#### **10. Liquidated Damages (GCC Clause 23)**

If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages for a period of 30 days, in which case the extension shall be ratified by the parties by amendment of Contract

GCC 23.1—Applicable rate: 0.075 % of contract price per day

Maximum deduction: 5 % of contract price

#### **11. Resolution of Disputes (GCC Clause 28)**

GCC 28.3—The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

In the case of a dispute between the Purchaser and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the Pakistan Arbitration Act, 1940.

## 12. Governing Language (GCC Clause 29)

GCC 29.1—The Governing Language shall be: English.

## 13. Applicable Law (GCC Clause 30)

GCC 30.1-The Contract shall be interpreted in accordance with the laws of the Islamic Republic of Pakistan which includes the following legislation:

The Employment of Children (ECA) Act 1991  
The Bonded Labour System (Abolition) Act of 1992



## Annexure-I

### DESCRIPTION / LIST OF GOODS

Item No.	Package Descriptions / List of Goods	Qty. Nos.	Name of consignee/ place of delivery
1	Stone Picker Along with Tractor and Accessories	2	Assistant Agricultural Engineer (Field & Workshop), DG Khan, Opposite Zoo, near Circuit House, DG Khan.

#### Stone Picker along with Tractor and Accessories

#	Descriptions of Goods	Qty per Package	Total Quantity (Nos.)
1	Stone Picker alongwith Accessories & Tools	1	2
2	Tractor alongwith Accessories & Tools	1	2

#### Note:

- iii. The rate shall be quoted for each item separately and the bid shall be evaluated as a complete package.



## Annexure-II

### CERTIFICATES

(To be provided by the bidders on stamp paper of Rs.100 along with tender duly filled in, signed, and stamped)

1.	We hereby confirm to have read carefully the description of store and all the terms and conditions of your tender enquiry No. _____ due for opening on _____ for the supply of specified stores in addition to the conditions as appended herewith and also all the special instructions attached to the said tender inquiry. We agree to abide by all those instructions/conditions.
2.	We also hereby confirm that the stores offered by us are exactly to the particulars and specifications as laid down in your tender inquiry in all respects.
3.	The stores offered by us are of (a) foreign origin or (b) local origin.
4.	We accept that if the required Bid Security is not furnished or our offer is found lacking in any of the requirements of your tender inquiry, it shall be ignored.
5.	We hereby confirm to understand that the delivery period is the essence of the contract and it will be strictly adhered to by us. In case of failure, we agree that the contract shall stand cancel and performance guarantee shall be forfeited and the procuring agency reserves the right to purchase the store from elsewhere without any notice at the risk and cost of the defaulting contractor.
6.	Certified that the prices quoted to the department against tender No. _____ are not more than the prices, we charged from any other purchasing agencies in the country. In case of any discrepancy, the bidder hereby undertakes to refund the price charged in excess.
7.	We are responsible for the free replacement of stores if the same is found to be substandard or not suitable for the Machine/Engine/Equipment or at variance with the specifications given in the tender inquiry.
8.	We guarantee to supply stores exactly in accordance with the requirements specified in the invitation to Tender No. _____
	Name of bidder _____ Signature of bidder _____ Designation of bidder _____ Seal _____

*Witness:*

(a) Name \_\_\_\_\_ Signature \_\_\_\_\_

(b) Full address: \_\_\_\_\_

(c) Date \_\_\_\_\_

## Annexure-III

### FORM OF PERFORMANCE SECURITY (BANK GUARANTEE)

GUARANTEE EXECUTED ON \_\_\_\_\_

Name of Surety with Address \_\_\_\_\_

Name of Principal (Contractor) with Address \_\_\_\_\_

Notification of Award No. \_\_\_\_\_ Date \_\_\_\_\_

Penal Sum of (express in words and figures) \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms and conditions of the Bidding Documents No. \_\_\_\_\_ and above said Notification of Award (hereafter called the Documents) and at the request of the said Principal (Contractor) we, the surety above named, are held and firmly bound unto the Assistant Agricultural Engineer (F&W), DG Khan, Field Wing of Agriculture Department, Government of Punjab. (Assistant Agricultural Engineer (F&W), DG Khan) (hereinafter called Authority) in the penal sum of the amount stated above for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such, that whereas the Principal (Contractor) has accepted the Authority's above said Notification of Award for the \_\_\_\_\_ and hereto attached.

NOW, THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the Contract during the original terms of the Contract and any extensions thereof that may be granted by the Authority, with or without notice to the Surety, which notice is, hereby, waived and during the life of any guarantee required under the Contract, and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of said Documents that may hereafter be made, notice of which modifications to the Surety being hereby waived, then, this obligation to be void otherwise to remain in full force and virtue till all requirements of Warranty Clause 15 of General Conditions of Contract of the Bidding Documents are fulfilled. Our total liability under this Guarantee is limited to a sum of \_\_\_\_\_ (\_\_\_\_\_) and it is a condition of any liability attaching to us under this Guarantee that a claim in writing shall be received by us within the validity period of this Guarantee, that is, before \_\_\_\_\_, failing which we shall be discharge of our liability, if any, under this Guarantee.

We (Surety) do hereby irrevocably and independently guarantee to pay to the Authority (without cavil or arguments) without delay upon the Authority's first written demand the penal sum stated above, against the Authority's written declaration that the Principal (Contractor) has refused or failed to perform the obligations under the Contract.

PROVIDED ALSO THAT the Authority shall be the sole and final judge for deciding whether the Principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Surety shall pay without objection the sum of \_\_\_\_\_ (\_\_\_\_\_) upon demand from the Authority forthwith and without any reference to the Principal (Contractor) or any other person.

IN WITNESS WHEREOF the above-bounden surety has executed this instrument under its seal on the date indicated above, the name and corporate seal of the Surety being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness

Surety

1. Signature\_\_\_\_\_ Signature\_\_\_\_\_

Name\_\_\_\_\_ Name\_\_\_\_\_

Address\_\_\_\_\_ Title\_\_\_\_\_

\_\_\_\_\_  
Corporate Secretary (Seal)

2. Signature\_\_\_\_\_

Name\_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_  
Corporate Surety (Seal)  
(Seal)