



## **BIDDING DOCUMENTS**

**For**

**“DISPOSAL OF UNSERVICEABLE/SCRAP ITEMS AT SBP BSC  
FAISALABAD”**

**March-April - 2023**

**State Bank of Pakistan,  
Banking Services Corporation, Faisalabad Office  
1<sup>st</sup> Floor, Tower Block Building, M.A Jinnah Road, Faisalabad  
Phone: (92-41)–9200415**





STATE BANK OF PAKISTAN  
BANKING SERVICES CORPORATION  
FAISALABAD OFFICE

ENGG./016351/ Disposal – Scrap / 2023

Dated: 22-03-2023

**DISPOSAL OF UNSERVICEABLE/SCRAP ITEMS AT SBP BSC FAISALABAD**

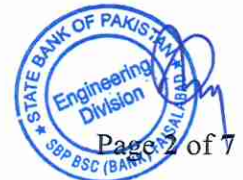
1. State Bank of Pakistan, SBP BSC (Bank), FAISALABAD Office invites sealed offers from the interested parties for disposal of unserviceable/scrap items as per detail given in the documents.
2. The items are lying inside SBP BSC Faisalabad Office's premises and are being sold on "**As is Where is basis**". Interested bidders can visit/inspect on working days from Monday to Friday during office hours.
3. Documents containing detailed terms and conditions etc. are available at the at the address given below on submission of a written request/application along with copy of CNIC upon payment of a non-refundable fee of Rs.500/- (Rupees five hundred only) through Bank Draft/Pay Order drawn in favor of SBP BSC (Bank). Bidding documents can also be downloaded from SBP website at www.sbp.org.pk free of cost and submit the bids on the said bidding documents in accordance with requirements. In case of any discrepancy/conflict, provisions of bidding documents including any addenda posted on the procuring agency website, shall prevail.
4. Gate money of **Rs. 20,000/- (Rupees Ten Thousand only)** in the form of Pay order/demand Draft (**cash not acceptable**) shall have to be deposited by the prospective bidders for participation which will be refundable to the unsuccessful bidders after award of work to successful bidder.
5. The highest bidder **will have to deposit 100%** of the total offer price in form of pay orders/Bank draft within Seven (07) days after the issuance of "letter of acceptance" failing which, their gate money will be forfeited and the bank reserve the right to award the work to the Next Highest Bidder.
6. Delivery to be taken by successful bidder after full payment and will remove and load the items at his own Safety, Risk, Cost and labor from the premises of the Bank within 10 working days.
7. The Bank is held harmless from any/all claims and losses, acquiring from or resulting to any/all bidders, materials, labours, and any other person. In connection with the performance of this public auction, bidders must accept all responsibility for being aware of which items are currently available for bid.
8. Bids must be delivered to the address on or before 18th April, 2023 up to 11.00 AM. Bids will be opened same day at 11:30 AM, in the Chamber of DCM (I & T / Cash) at 1st floor Tower block Building, SBP BSC (Faisalabad Office).
9. This tender is only an invitation to offer and SBP BSC reserves the right to accept or reject all proposals at any time as per PPRA Rules in vogue.

Sd/-

Deputy Chief Manager

State Bank of Pakistan, Banking Services Corporation (Faisalabad Office)

Phone: (92-41)-9200415



**DISPOSAL OF UNSERVICEABLE/SCRAP ITEMS AT SBP BSC FAISALABAD**

**INDEX**

<b>Sr. No.</b>	<b>Description</b>	<b>Page No.</b>
1.	Title Page	01
2.	Auction Notice	02
3.	Index	03
4.	Bidding Documents Part-A- (Instructions to Bidders & Terms and Conditions)	04-05
5.	Bidding Documents Part-B- (Bill of Quantities - Financial Bid)	06
6.	Firm Details	07



**A. Instructions to Bidders & Terms and Conditions:**

1. The quantities mentioned in the document are approximate; the successful bidder shall have to deposit the 2<sup>nd</sup> installment of the payable amount according to the actual quantities counted/weighted at the site.
2. Tenders submission Schedule: **18<sup>th</sup> April, 2023 up to 11.00 AM**
3. Bid Opening Venue/Schedule: Chamber of DCM – I & T / CMU, 1<sup>st</sup> Floor, Tower Block Building, SBP BSC (Bank), M.A Jinnah Road, Faisalabad. **18-04-2023 @ 11:30AM.**
4. Gate money of Rs. 20,000/- (Rupees Twenty thousand only) in the form of Pay order/demand Draft (cash not acceptable) shall have to be deposited by the prospective bidders for participation which will be refundable to the unsuccessful bidders after award of work to successful bidder through written request on company letter head.
5. Disposal period not more than 10 working days from the receiving of Work Order.
6. Validity of bid from the opening date: **90 Days**
7. Mode of Payment: Successful Bidder shall have to submit the payment as per the following schedule.
  - a) **100%** of quoted amount within 07 days after approval of the bid.
  - b) **Amount payable as per the actual quantities/weights**, before picking up and taking away, the items from the Bank premises.
8. Amount of applicable taxes will be submitted separately by the bidder in shape of Pay Order / Demand draft.
9. Partial or Incomplete and conditional bids will be rejected.
10. Auction will be awarded to single bidder based on total highest amount.
11. Bids will be checked by the Bank 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 figure, unit rate or total, resulting in higher total amount will govern. The amount stated in the Bid will be adjusted by the Bank accordingly.
12. The bidders are strongly encouraged to visit the site to get firsthand information regarding the condition, make etc. of the items and their quantum before submitting the bid.
13. If the bidders have any queries regarding any item mentioned in the document, the same shall be communicated to the Bank at least **07 days** prior to the date fixed for submission & opening of the bid.
14. Bids 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.

15. The Bank 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 process or to other prospective bidders; or the Bank 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.
16. No Price Adjustment shall be made for any variation in the market prices, taxes/ duties or change in wages or the Law.
17. If any dispute arises between the parties (Successful bidder & the Bank), the matter shall be referred to the Director General Services Department (GSD) who will examine the matter in detail and give the decision, which will be final & binding upon the parties.
18. The Bank reserves the right to recover any amount from the payable amounts to the Successful bidder against any losses or damages incurred to the property, data, or persons of the Employer due to the Successful bidder or his workers negligence.
19. In context of this contract, the successful bidder shall indemnify the Bank regarding all claims of compensations, claims, taxes, duties etc. in whatsoever form from any labor organization, government department, regulatory authority, court of law, or any other authority at any time during the execution of the Contract or after the execution of the contract.
20. The successful bidder shall be responsible for any loss or damage to the Bank property, data, or persons etc. during or due to the operations carried out by the successful bidder under this contract.
21. The successful bidder and his staff, assigns or suppliers etc. shall have to strictly follow the rules & regulations of the Internal Bank Security Department.
22. The successful bidder shall keep strictly confidential and not make use of any confidential information supplied by the Bank other than to perform this Contract, and shall impose the same obligations on its employees
23. The contractor shall be responsible for collection of all the items at designated location.

**B. DISPOSAL OF SCRAP ITEMS (IRON STRIPS, WOOD & IRON MATERIAL)  
AT SBP BSC FAISALABAD**

**Bill of Quantities**

Sr. #	Item	Qty.	Unit	Unit Rate	Amount
1	Single Seater Sofa	1	No		
2	Two Seater Sofa	3	Nos.		
3	Four Seater Sofa	4	Nos.		
4	Electric Geyser	22	Nos.		
5	Water Cooler	6	Nos.		
6	Water Dispenser	3	Nos.		
7	Fridge	2	Nos.		
8	Curtains/Blinds	1	Lot.		
9	Plastic Buckets/gallons	25	Kg.		
10	Carpet	1	Lot.		
11	Fire Extinguisher	24	Nos.		
12	Metal Box	2	Nos.		
13	Iron Strips	1500	Kg.		
14	Ceiling Fans	22	Nos.		
15	Pedestal Fans	33	Nos.		
16	Bracket Fans	48	Nos.		
17	Exhaust fans	20	Nos.		
18	Small Exhaust fan	8	Nos.		
19	Wooden Chairs	135	Nos.		
20	Plastic Chairs	23	Nos.		
21	Wooden foam Chairs	48	Nos.		
22	Office Chairs	87	Nos.		
23	Visitor Chairs	28	Nos.		
24	Split AC's (Complete)	10	Nos.		
25	Window AC (Complete)	4	Nos.		
26	FCU's	3	Nos.		
27	Faulty Tube Lights	1	Lot		
28	Tube Light Fixtures	1500	Kg		
29	Telephone Sets	14	Nos.		
30	Flush Tanks	3	Nos.		
31	Flood Lights	15	Nos.		
32	Commode	3	Nos.		
33	Washbasin	1	No.		
34	Air Filter	25	Nos.		
35	Oil Filter	25	Nos.		
36	Used Mobil Oil	1400	Kg		
37	Old Ceiling Tiles 2ft x 2ft	1	Lot		
				<b>Total Amount</b>	



**Undertaking by the Bidder:**

I ----- had visited the site and have fully understood the scope of work & specifications. The above rates are inclusive of all labor charges, Tool & Plants, overheads, safety equipment's/PPEs/measures etc. I/ we have sufficient resources to carry out above works. All the above Terms & Conditions are acceptable to us. We also undertake that our firm is not blacklisted by the SBP / SBP BSC or any other Government / Semi Organization.

**Date:**

**Signatures of the Bidder**

CNIC No. \_\_\_\_\_

**C. Firm Details;**

Name & CNIC No.	
Company Name	
Phone	
Fax	
Email	
Business Address	

