

**Request for Quotation (RFQ)**  
**for**  
**ELECTRICAL EQUIPMENT (11NOS GENERATORS**  
**&UPS) FOR SDMA & DDMA**  
**under**  
**Disaster and Climate Resilience**  
**Improvement Project**  
**(DCRIP) AJ&K**

**April, 2017**



**OFFICE OF THE PROJECT DIRECTOR, DISASTER & CLIMATE  
RESILIENCE IMPROVEMENT PROJECT (DCRIP),  
NEAR OFFICE OF THE CHIEF ENGINEER ELECTRICITY,  
GHARIPAN, JALALABAD ROAD MUZAFFARABAD AZAD KASHMIR**

**Section 1**

**Request for Quotation (RFQ)**

**To:**

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

\_\_\_\_\_

**Date** :

**Procurement Reference** : PK-PIU AJK-11482-GO-RFQ  
**(Contract Identification No)**

**SUBJECT: REQUEST FOR QUOTATIONS FOR PACKAGE-6 PROCUREMENT OF  
ELECTRICAL EQUIPMENT (11NOS GENERATORS & UPS) FOR  
SDMA & DDMA "DISASTER AND CLIMATE RESILIENCE  
IMPROVEMENT PROJECT" DCRIP AJK**

1. The Implementing Agency indicated above invites your quotation for the Electrical Equipment (11Nos Generators & UPS)'s described below.
2. The Government of the state of Azad Jammu & Kashmir has received a loan from the World Bank, and intends to apply the proceeds of this grant to eligible payments under the PO for which this Request for Quotations is issued. This procurement process will be conducted in accordance with the National Shopping Procurement method contained in the World Bank Guidelines: Procurement of Goods, Works and Non-consulting Services under IBRD Loans and IDA Credits and Grants by World Bank Borrowers, dated January 2011, revised in July 2014 and the procedures described herein.
3. You are invited to submit your price quotation(s) for the supply of **ELECTRICAL EQUIPMENT (11NOS GENERATORS & UPS WITH SOLAR SYSTEM) for SDMA & DDMA** under Disaster and Climate Resilience Improvement Project: as per specifications mentioned in Section III. You must quote for all the items under this Invitation. Price quotations will be evaluated for all the items together and PO will be awarded to the firm offering the lowest evaluated total cost.

4. Your quotation(s) must be marked “**QUOTATION FOR SUPPLY OF ELECTRICAL EQUIPMENT (11NOS GENERATORS & UPS WITH SOLAR SYSTEM)**” and should be addressed to;  
**Project Director,**  
PIU-DCRIP AJK  
NEAR OFFICE OF THE CHIEF ENGINEER ELECTRICITY, GHARIPAN, JALALABAD  
ROAD MUZAFFARABAD AZAD KASHMIR
5. Your quotation should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted, including names and addresses of firms providing after sales service facilities in Muzaffarabad and Pakistan.
6. The deadline for receipt of your quotation (s) by the Purchaser at the address indicated in Paragraph 4 is on or before 04:00 PM at 11<sup>th</sup> May, 2017.

You quotation(s) should be submitted as per the instructions contained in the Quotation Documents.

**Prices:** The prices should be quoted in Pak Rupees and should be inclusive of all supply charges and admissible taxes.

**Evaluation and Award of Purchase Order:** Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices, in addition to the eligibility and qualification requirements outlined in the Section-II of Quotation Documents. The award will be made to the firm offering the lowest evaluated price and that meets the required standards of technical and financial capabilities.

**Validity of the Offer:** Your quotation(s) should be valid for a period of 90 days from the date of receipt of quotation(s) indicated in Paragraph 6 above.

## **Section II**

### **Instructions for Preparing Quotations**

#### **1. Scope of Procurement:**

Invites price quotations for procurement of Electrical Equipment (11Nos Generators & UPS) for SDMA & DDMA as described in the Specifications Section III attached. The successful supplier will be expected to complete the delivery of Electrical Equipment (11Nos Generators & UPS) within due time.

#### **2. Eligibility to Quote:**

National Suppliers duly registered with tax authorities may be eligible to participate only if they also:

- a. Submit Proof of registration with the Income Tax Department and Sales Tax Department with the quotation. (Failure to enclose these documents would result in rejection of quotation)
- b. Submit only one Quotation, either individually, or as a partner in a joint venture. All Quotations submitted in violation of this rule shall be rejected. Partners in a joint venture shall be jointly and severally liable for the execution of the Contract.

#### **3. Qualification of the Supplier:**

To qualify for award of the Contract, a Supplier shall meet the following minimum qualifying criteria:

- a. As Manufacturer/Supplier/Authorize Representative must have at least Three Years of experience in manufacturing/Supplying of Electrical Equipment (11Nos Generators & UPS with Solar System) similar to the Electrical Equipment (11Nos Generators & UPS mentioned herein. (Proof of same will be provided)
- b. As Supplier must have at least Three years of experience in supplying, installing and providing after sales services of Electrical Equipment (11Nos Generators & UPS with Solar System) similar to the goods mentioned herein. Documentary evidence, *inter alia*, Authorized Dealership Certificate must be provided with the quotation.
- c. Import License, where applicable.

#### **4. Documents Comprising the quotation:**

The Proposal submitted by the Supplier must be comprise the following documents:

- a) Form of Quotation (As per sample attached "Section IV")
- b) Statement of Requirement & Unit wise price of all equipment as per sample attached "Section V")
- c) Schedule OF Delivery.
- d) Qualification and Experience Information and documents.
- e) Copies of taxation documents
- f) Manufacturer's Authorization (currently valid)
- g) Copies of Certification.

**5. Price of Quotations:**

- a) The Contract shall be for the whole supplies and shall be based on the unit and total price for fixed unit rate contract.
- b) Prices shall be quoted entirely in Pak Rupees. The Supplier shall fill in the rates and prices for all items of the Supplies described in the specifications.
- c) All duties, prevailing taxes in the AJK and other levies payable by the Supplier under the Contract, shall be included in the rates, prices, and total price of Quotation submitted by the Supplier.
- d) The rates and prices quoted by the Supplier shall be fixed and final for the duration of the Contract and shall not be subject to any adjustment on any account.

**6. Validity of Quotations.**

Should not be less than 90 days.

**7. Purchaser's Right to Increase or Decrease the Quantities:**

The Purchaser, reserves the right to increase or decrease quantities of supplies by 15%.

## Section III

### Specifications of Electrical Equipment (11 No of Generators & UPS)

The Good/Items are to be supplied in accordance with the following Technical Specifications.

<b>S #</b>	<b>Description of Items</b>	<b>Specification's</b>	<b>Quantity Required</b>
1	Generator for SDMA (5 KVA)	5 KVA/220 V/50 Hz/1P/ 8 to 15 letters fuel capacity	1
2	Generators for EOCs (3 KVA)	3 KVA/220 V/50 Hz/1P/ 8 to 12 letters fuel capacity	10
3	UPS with Solar System for SDMA with installation	Solar System 2000 to 2500 W with DRY Battery/Electrical Appliances Supported/ Hybrid Inverter/ Installation + cabling /Solar panel stand	1

### **SCHEDULE OF DELIVERY:**

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date, which is the date of delivery required.

<b>Description</b>		<b>Required Delivery Schedule from the Date of Notification of Award</b>	<b>Location</b>
ELECTRICAL EQUIPMENT (11NOs GENERATORS & UPS) for SDMA & DDMA's Under DCRI Project		30 Days after PO is Issued	Project Director Disaster & Climate Resilience Improvement Project (DCRIP), Near Office of Chief Engineer Electricity, Jalalabad Road Muzaffarabad Azad Kashmir.
1	Generator for SDMA (5 KVA)	As per Detail of Specifications mentioned in Section III	
2	Generators for EOCs (3 KVA)		
3	UPS with Solar System for SDMA with installation		

#### **1. PAYMENT CRITERIA**

- a) The provision of advance payment will be available against the submission of Bank guarantee or any other option acceptable to the purchaser.
- b) Bank Guarantee will be release after delivery and Good inspection report of the fitness from relevant department. (If applicable)

#### **2. WARRANTY**

- ii. One Year warranty against all items will be required.
- iii. The Offeror shall guarantee a cost free repair and maintenance including prompt replacement of defective parts during warranty period on items where applicable from the date of delivery of ELECTRICAL EQUIPMENT (11NOS GENERATORS & UPS ) to the satisfaction of the purchaser.

## Section IV Form of Quotation

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

To:-

**Project Director  
Disaster & Climate Resilience Improvement Project (DCRIP),  
Near Office of Chief Engineer Electricity,  
Jalalabad Road Muzaffarabad Azad Kashmir.**

We offer to execute the supply and installation and commissioning of additional items for the contract of **(PURCHASE OF ELECTRICAL EQUIPMENT (11NOS GENERATORS & UPS) ) FOR SDMA & DDMA's UNDER PIU- DCRIP AJ&K** in accordance with the Conditions of Contract accompanying this Quotation for the Contract Price of RS: \_\_\_\_\_ (amount in words and numbers) (RS: \_\_\_\_\_ ). We propose to complete the Supplies described in the Contract within a period of \_\_\_\_\_ (days/weeks in words and number) \_\_\_\_\_ calendar days/weeks from the Start Date.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the proposal documents.

Authorized Signature : \_\_\_\_\_

Name and Title of Signatory : \_\_\_\_\_

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

Name of Supplier : \_\_\_\_\_

Address: : \_\_\_\_\_

Phone Number : \_\_\_\_\_

Cell Number : \_\_\_\_\_

Fax Number, if any : \_\_\_\_\_

Email : \_\_\_\_\_

Website (If any) : \_\_\_\_\_



**Section V**  
**Statement of Requirements**

**Procurement Reference Number:** **PK-PIU AJK-11482-GO-RFQ**

**Brief Description of Goods:** **SUPPLY OF PACKAGE -7 “PROCUREMENT OF ELECTRICAL EQUIPMENT (11NOS GENERATORS & UPS) ) FOR SDMA & DDMA**

**Location (Site) of Goods:** **OFFICE OF THE PROJECT DIRECTOR,  
“DISASTER AND CLIMATE RESILIENCE IMPROVEMENT PROJECT”  
NEAR OFFICE OF THE CHIEF ENGINEER ELECTRICITY, GHARI PAN,  
JALALABAD ROAD, MUZAFFARABAD AJK.**

**Commencement and completion periods required:** **30 Days**

**Activity Schedule:**

**[Complete the unit and total prices for each item listed below. Authorize the prices quoted in the signature block below.]**

S. No	Description	Unit	Qty.	Unit Rate	Amount
1	Generator for SDMA (5 KVA)	No	1		
2	Generators for EOCs (3 KVA)	No	10		
3	UPS with Solar System for SDMA with installation	No	1		
<b>TOTAL</b>					

In Words (Total): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Title of Signatory \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

Cell Number \_\_\_\_\_

Fax Number, if any \_\_\_\_\_

Email: \_\_\_\_\_

Website (If any) \_\_\_\_\_

Section VI  
**SAMPLE Purchase Order**

OFFICE OF THE PROJECT DIRECTOR DISASTER AND CLIMATE AND  
 RESILIENCE IMPROVEMENT PROJECT NEAR OFFICE OF CHIEF ENGINEER  
 ELECTRICITY, JALALABAD ROAD MUZAFFARABAD AZAD KASHMIR  
 A.K Ph:092(0)5822-920935

**PURCHASE ORDER**

To:		RFQ/RFP Ref No: <b>PK-PIU AJK-11482-GO-RFQ</b>		
		ORDER NO:		
		DATE :		
S#	Description of Work	Qty.	Unit Rate	Total Amount
1	Generator for SDMA (5 KVA)	1		
2	Generators for EOCs (3 KVA)	10		
3	UPS with Solar System for SDMA with installation	1		
<b>Total:</b>				
<b>Extra if Any:</b>				
<b>G-Total:</b>				
<b>Delivery Address:-</b>		PIU-DCRIP Office Near Office of Chief Engineer Electricity, Jalalabad Road Muzaffarabad Azad Kashmir <b>Ph:092(0)5822-920935</b>		
<b>Delivery Date up to:-</b>				

---

**Terms & Conditions:**

1. All Prices for the above items are fixed and final inclusive of all kind of govt. taxes.
2. Prices are inclusive of Delivered Duty Paid (DDP) at the office of Project Director DCRIP AJ&K.
3. Any damage, loss, theft and demurrages outside the premises of office of the Project, shall be the responsibility of supplier / agent.
4. All applicable Taxes as per Government rates will be deducted at the time of payment.
5. Payment will be made within 28 days after delivery and inspection/clearance/installation of all items and acceptance of invoice.
6. All other Conditions of the **RFQ** will be remain same and no Variation will be allow in the Quoted Specifications (Copy of specifications and Quotation of Your Firms is attached).
7. DCRIP reserves the right to cancel any order at any time, if supplier fails to deliver required quantity within specific period or not according to specifications
8. The Offeror shall guarantee a cost free repair and maintenance including prompt replacement of defective parts for warranty period on items where applicable from the date of delivery of ELECTRICAL EQUIPMENT (11NOS GENERATORS & UPS) ) for SDMA to the satisfaction of the employer.
9. Penalty @ 1% of total cost per day may be imposed according to the decision of Purchase Committee, if
  - a) Delivery is not made within specific time period
  - b) Items are not according to specifications / samples.

**Accepted by**

**Supplier**

**Approved by**

**Project Director**

Disaster and Climate resilience Improvement  
Project (DCRIP)- AJ&K