

GOVERNMENT OF PAKISTAN
UTILITY STORES CORPORATION
MINISTRY OF INDUSTRIES AND PRODUCTION
TENDER NOTICE FOR PURCHASE OF RICE

1. Utility Stores Corporation of Pakistan invites sealed tenders / bids for supply of various kinds of Rice packed in 1kg, 2kg & 5kg crystal/transparent poly bags. Evaluation of packed Rice will be done based upon the cost of packing material + allied charges.

2. The quantity of each commodity required to be purchased and delivered at each station. Complete terms and conditions of bidding are contained in the Tender Documents, which can be downloaded from PPRA website i.e www.ppra.org.pk and USC website i.e www.usc.org.pk and can be collected free of cost from USC Head Office, Islamabad and following Zonal Offices. A separate Demand Draft/Pay Order for Rs. 1,000/- (Non-Refundable) in favour of USC on account of tender fee be attached at the time of submitting bid/offer.

S.No	Zonal Office	Address
1	Abottabad	PMA Road, Shahzaman Colony, Abottabad. Ph. No. 0992-333486
2	Islamabad	Plot No. 155, Street No. 09, I-10/3, Islamabad. Ph No. 051-9258120
3	Karachi	St # 13, Sector 36/A, Old Roti Plant, K-Area, Korangi, Karachi. Ph No. 021-35035322
4	Lahore	RCP Building, Scheme More, Saidpur Chowk, Multan Road, Lahore. Ph No. 042-37806772
5	Multan	I/C, Industrial Estate, Sharshah Road, Opposite Al-Hilal Flour Mills, Multan. Ph No. 061-6537412
6	Peshawar	Plot No. 39/B, Phase-5, ICMS Building, Hayatabad, Peshawar. Ph No. 091-9217727
7	Quetta	Plot No. 5-3/96, Roti Plant Bld, TTC, Sirki Road, Quetta. Ph No. 081-9211584
8	Sargodha	Small Industries Area, Lahore Road, Sargodha. Ph No. 048-3217714
9	Sukkur	Plot No. A-74, Near SSGC, Regional Office, Golimar Road, Site Area, Sukkur. Ph No. 071-5631156

3. The sealed bids / offers alongwith 10kg sample of each item duly accompanied with earnest money (commodity-wise) at the rate of 5% of the total value of the bid, must reach to the undersigned latest by **22.05.2018 on Tuesday**, before 11:00 hours, which will be opened on the same day at 11:30 hours in the presence of the bidders who wish to attend. (CDR will not be accepted). Offer / Bid without earnest money / short earnest money shall not be entertained. Incomplete, conditional and illegible offers shall not be entertained. Cutting or over writing of rate and quantity on the tender form is not permissible and quotation will be considered void.

General Manager (Procurement)
Utility Stores Corporation of Pakistan (Pvt) Limited
Head Office, Plot No. 2039, F-7/G-7, Jinnah Avenue,
Blue Area, Islamabad
Ph: 051-9245049-9245035 Fax: 9245139

UTILITY STORES CORPORATION OF PAKISTAN (PVT) LIMITED
HEAD OFFICE ISLAMABAD
TERMS AND CONDITIONS FOR SUPPLY OF RICE PACKED IN 1KG, 2KG & 5KG CRYSTAL /
TRANSPARENT POLY BAGS

1. **INVITATION OF BIDS:**

Sealed tenders are invited by Utility Stores Corporation of Pakistan from the Rice Mills / Processing Units and Rice Suppliers/Traders and Vendors registered with Income Tax / Sales Tax departments for supply of Rice packed in 1kg, 2kg & 5kg crystal/transparent poly bags (excluding poly bags weight). The bids/offers are required to be submit on the prescribed tender form enclosed at Annex-A to this document along with covering letter on the letter head pad of concerned mills/Rice suppliers/traders and vendors. Tender form should be properly filled and complete amount of earnest money worked out at tender form should be attached. Rates for minimum quantity of 400 M/Tons in respect of Tota Super Basmati Rice & Super Basmati Rice whereas rates for minimum quantity of 200 M/tons in respect of Sella Kainat 1121 Rice for all Pakistan basis should be quoted.

2. **REQUIRED QUANTITIES AND SPECIFICATION:-**

Zone wise quantities of Rice required and specifications of each commodity are as under:-

Name of Items	Zone-wise Quantity In M/Tons									Total Quantity (M/Tons)
	Abottabad	Islamabad	Karachi	Lahore	Multan	Peshawar	Quetta	Sargodha	Sukkur	
B-I Rice (Tota Super Basmati Rice)	577	264	214	264	175	115	110	180	76	1975
<u>Specification of B-I Basmati Rice</u>										
(a) B-1 of Super Basmati Rice upto 80%										
(b) Admixture of other natural / contrasting varieties upto 20%										
(c) Processed / Double Polished / Destoned										
(d) Average Grain length $\frac{1}{2}$ (Means broken one time of Super Basmati Rice)										
Super Basmati Rice	176	115	0	222	152	0	119	202	24	1010
<u>Specification of Super Basmati Rice</u>										
(a) Super Basmati Rice upto 75%										
(b) Tota Super Basmati Rice upto 5%										
(c) Admixture of other natural / contrasting varieties upto 20%										
(d) Processed, De-stoned and Colour Sorted										
(e) Double Polished										
(f) Grain length (minimum 7mm)										
(g) Crop 2017										
Name of Items	Zone-wise Quantity In M/Tons									Total Quantity (M/Tons)
	Abottabad	Islamabad	Karachi	Lahore	Multan	Peshawar	Quetta	Sargodha	Sukkur	
Sella Rice (Kainat 1121)	161	0	43	20	17	195.5	59	66	53	614.5
<u>Specification of Sella Rice (Kainat 1121)</u>										
(a) Sella Rice Kainat 1121 upto 75%										
(b) Tota Kainat 1121 Sella Rice upto 5%										
(c) Admixture of other natural / contrasting varieties upto 20%										
(d) Processed, De-stoned and Colour Sorted										
(e) Double Polished										
(f) Grain length (minimum 7mm)										

(g) Crop 2017										
Tota Sella Rice	0	0	22	0	0	0	0	24	0	46
<u>Specification of Tota Sella Rice (Kainat 1121)</u>										
(a) B-1 of Sella Kainat 1121 Rice upto 80%										
(b) Admixture of other natural / contrasting varieties upto 20%										
(c) Processed / Double Polished / Destoned										
(d) Average Grain length ½ (Means broken one time of Sella Kainat 1121 Rice)										

3. **DATE, TIME AND VENUE FOR OPENING OF THE BIDS/OFFERS:**

- a. The sealed tenders/offers are required to reach Utility Stores Corporation Head Office located at Plot No. 2039, F-7/G-7, Blue Area, Islamabad on or before 22nd May 2018 at 11:00 hours. All the bids/offers shall be opened on the same day at 11:30 hours by the Tender Committee constituted for the purpose in the presence of the bidders or their duly authorized representatives.
- b. Zone wise price / rates are required to be quoted in M.Tons on FOR (delivered basis) in Pak Rupees. The price to be quoted should be inclusive of all taxes, duties, levies, charges etc.
- c. The interested Rice Mills / suppliers / traders / bidders can also send their bids/offers through registered mail/courier addressed to General Manager (Procurement) USC Head Office Islamabad on the address mentioned in para 3 (a) above. The same shall be entertained subject to the following:-
 - i. The offers/bids are required to reach USC Head Office on or before 22nd May 2018 at 11:00 hours.
 - ii. The envelopes containing the offers/bids are clearly marked in bold letters containing the words “**bids/offers for supply of Rice to Utility Stores Corporation of Pakistan (Pvt) Ltd**”.

4. **EARNEST MONEY:**

The tenders/bids must be accompanied with an Earnest Money at the rate of 5% of the total value of the bids/offers in the shape of Demand Draft/Pay Order in the name of Utility Stores Corporation of Pakistan. Earnest money in the shape of Call Deposit Receipts and Cheques will not be accepted. The earnest money shall be refunded to the unsuccessful Rice Mills / Processing Units and Rice Suppliers/Traders and Vendors immediately after the finalization of the bids. The stocks as per samples/specification will have to be delivered at USC Regional Warehouses as per Schedule given in Purchase Orders, failing which the Corporation reserves the right to cancel the purchase orders and forfeit the earnest money. For the refund/return of Earnest Money, the successful vendors will have to complete at least 90% of the purchase orders quantity at each station. In case of less supply than 90%, the earnest money will be deducted at the rate of 5% of the ordered quantity of concerned station. The earnest money for that purpose shall serve as performance guarantee of successful bidder for delivery of ordered quantity to the satisfaction of USC and for replacement / return of date expired/damaged/defective stock as and when required by USC. This security amount / performance bond will be cleared on completion of supply after proper confirmation from the USC Regions.

5. **PACKINGS:**

Stock of Rice is required to be delivered **packed in net weight of 1kg, 2kg & 5kg crystal/transparent poly bags**. Packing details and specimen of poly bag is enclosed at Annex-B. The sample of packing / poly bag can be obtained from USC. Name of Utility Stores and Rice Mills / Processing Units and Rice Suppliers/Traders and Vendors shall be printed on the poly bag.

6. **QUALITY OF PACKING MATERIAL:**

In case the packing material is found discolored due to poor printing quality at any stage, penalty @ 2% shall be imposed on the stock delivered to respective USC Regions.

7. **VALIDITY OFFER:**

All offers must be valid for acceptance for a period of 20 days excluding tender opening date and rates will be valid for a period of (04) four months which will be applicable from the date of acceptance letter. Incomplete, conditional and illegible offers shall not be entertained. Cutting or over writing of rate and quantity on the tender form is not permissible and quotation will be considered void.

8. **PROCEDURE FOR OPENING OF TENDER:**

Tender/Bids will be opened and processed as per procedure laid down in PPRA 2004 i.e. **on least cost and quality basis**. The tender will be awarded on the basis of the lowest rates and good quality products offered. In case the quantity offered by the 1st lowest bidder is less than the quantity asked in the tender, the other lowest bidders in the descending order will be asked to match the rates so as to complete the tendered quantity.

9. **QUALITY / TESTING OF SAMPLES:**

The intending participants will have to provide a sample of net weight 10kg of each commodity strictly according to tender specifications. The samples of successful bidders will be sent to concerned Regional Managers and Warehouse Incharges for matching the quality of the commodities at the time of receipt of stock from the Rice Mills/Processing Units and Rice Suppliers / Traders and Vendors. The quality of stocks will be examined by a Committee at Regional Offices consisting of the Regional Manager, Accounts Officer, Area Manager and Warehouse Incharge. If the issue/problem of quality is not resolved at Regional Committee level, the appeal may be filled immediately to Chairman Tender Committee at USC Head Office. In case the stock supplied by the vendor does not match with the specification/sample provided/produced at the time of bidding, the same shall be returned to Rice Mills/Processing Units and Rice Suppliers/Traders and Vendors at his risk & cost in addition to a penalty of 5% of the consignment and Rice Mills / Processing Units and Rice Suppliers/Traders and Vendors will be responsible to replace the sub-standard stock with good quality stock as per specification at its risk & cost. The Rice Mills / Processing Units and Rice Suppliers/Traders and Vendors would be responsible for the quality assurance at time of delivery as per sample/specification. If deemed necessary, the sample/stock delivered by the Rice Mills / Processing Units and Rice Suppliers/Traders and Vendors would be sent to laboratories for DNA/inspection by USC at any time at the cost of Rice Mills/Processing Units and Rice Suppliers / Traders and Vendors.

Any negligence on the part of the Rice Mills/Processing Units and Rice Suppliers/Traders and Vendors would be liable for action as per contract/law and USC reserves the right to initiate the case for forfeiture of earnest money @ 5% / securities OR black listing of Rice Mills/Processing Units and Rice Suppliers/Traders and Vendors. Torn/damage packets of Rice shall be replaced by the vendor at their cost, whenever required by USC Regional Warehouses. In case of failure to do so within a specified time, all such stocks shall be returned to Rice Mills/Processing Units and Rice Suppliers/Traders and Vendors at his own risk & cost and the cost thereof shall be deducted from his payments / earnest money. Every Mill/Vendor/Traders will provide the undertaking along with each invoice that good quality stock is delivered as per approved sample/specification.

10. **STOCK IN TRANSIT:**

The Rice Mills / Processing Units and Rice Suppliers/Traders/Vendors will be responsible for safe and secure supply of the stock to USC Regions/Warehouses of which order is placed with the Rice Mills / Processing Unit and Rice Suppliers/Traders and Vendors. In case of loss of stock in transit due to any theft/accident or any natural calamity the concerned Rice Mills / Processing Units and Rice Suppliers/Traders/Vendors will be responsible for the same.

11. **DELIVERY PERIOD:**

The successful Rice Mills / Processing Units and Rice Suppliers/Traders and Vendors will have to complete the supply as per Schedule given in Purchase Orders, failing which he will render himself liable to be proceeded against as per terms and conditions of tender. In case of late delivery of stock, late delivery charges per day will be deducted @ 0.25% per day of the total value of the stock whose delivery has been delayed, maximum upto 5% of the undelivered stock.

12. **WEIGHMENT AT THE TIME OF DELIVERY:**

USC will accept the stocks as per weigh bridge slip and in case of short weight (if any found). Goods Receipt Notes will be prepared as per actual weight. Furthermore, each packet weight is also responsibility of suppliers at subsequent stage.

13. **PERFORMANCE BOND/MONEY & CONTRACT:**

- a. In case the Rice Mills / Processing Units / Rice Suppliers/Traders and Vendors commits any breach of, or fails to fulfill any of the terms and conditions of the Tender, the performance bond/earnest money shall be forfeited with notice as per terms and conditions of agreement/tender.
- b. The performance bond/earnest money shall be released after successful completion of supplies and subject to fulfillment of all the terms and conditions of the tender.

14. **PAYMENT:**

- a. The payment will be made within 30 days from the date of Goods Receipt Note to be issued by the concerned Regional Warehouse Incharges duly signed by Incharge Warehouse and Regional Manager.

b. All Government taxes will be deducted from the payment.

15. **LOADING/UNLOADING CHARGES:**

Loading / unloading charges will be paid by Mill / Vendor / Trader / Supplier.

16. **DEDUCTION OF TAXES:**

Taxes will be deducted from the payments as per Government rules at the prevailing Government rates. In case of any changes in taxes during the currency of the agreement by the Government, the same will be implemented by USC as per Government instructions. However, in case of any tax exemption, valid tax exemption certificate to this office will have to be provided by the bidders. Payment of withholding tax on cash withdrawal as per Government rules calculated on freight / loading / unloading amount at the time of payment.

17. **REPLACEMENT/RETURN OF DAMAGED STOCKS**

The Rice Mills / Processing Units / Rice Suppliers/Traders and Vendors shall replace the damaged/torn packets with fresh stocks properly packed in required packing.

18. **FORCE MAJEURE:**

In case of any of the force majeure circumstances, namely Act of Allah, natural calamity, fire, Government restrictions, strikes or lockouts by workmen, war, military operations of any nature, blockades, preventing the parties from wholly or particularly carrying out contractual obligations etc, the period stipulated for the performance of the contract shall be extended for as long as these circumstances prevail; provided that, in the event of these circumstances continuing for more than one month, either party shall have the right to refuse in writing to fulfill its contractual obligations without title to indemnifications of any losses it may thereby sustain.

19. **ARBITRATION:**

In case of any dispute arising out of the agreement, Managing Director USC will be the Sole Arbitrator and his decision shall be binding on both the parties to this agreement.

20. **ACCEPTANCE/REJECTION OF BID:**

The Corporation reserves the right to accept and reject any or all bids at any time prior to the acceptance of a bid. However, the Corporation upon request shall communicate to any bidder, the grounds for the rejection of all bids, but is not required to justify those grounds.

..... _____

Date: _____

FORMAT FOR BIDDINGName of Rice Mills / Traders / Vendors:
_____Name of Proprietor/Owner:
_____Status (Individual/Firm/Company): _____ Filer/Non Filer:

NTN No.: _____ Sales Tax Registration No.:

(Copy of NTN must attached)

(Copy of STN must attached)

Address / Tel & Fax No:

_____Pay Order/DD No: _____ Amount:
_____**QUOTED RATES FOR RICE**

Name of Item	Rates Rs. Per Kg									Total Quantity In M/Tons	Worth/ Amount
	Abottabad	Islamabad	Karachi	Lahore	Multan	Peshawar	Quetta	Sargodha	Sukkur		
B-I Rice (Tota Super Basmati Rice)											
Qty offered M/tons											
Value In Rs.											
Super Basmati Rice											
Qty offered M/tons											
Value In Rs.											
Sella Rice (Kainat 1121)											
Qty offered M/tons											
Value In Rs.											
Tota Sella Rice (Kainat 1121)											
Qty offered M/tons											
Value In Rs.											
Total Amount / Worth:-											
Amount of Earnest Money 5% of Total Worth:- (Should also mentioned in Words)											

**Name, Designation, Signature
and Stamp of Authorized Person**