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INVITATION TO BID

**PROCUREMENT OF BUSINESS DEVELOPMENT KITS (BDKs)
UNDER FATA TRANSITION AND RECOVERY PROGRAMME IN
DISTRICTS KHYBER, SOUTH WAZIRISTAN AND NORTH
WAZIRISTAN.**

ITB No: UNDP-ITB-2019-453

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Country: Pakistan

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Contents

Section 1. Letter of Invitation	4
Section 2. Instruction to Bidders	5
A. GENERAL PROVISIONS	5
1. Introduction	5
2. Fraud & Corruption, Gifts and Hospitality.....	5
3. Eligibility	6
4. Conflict of Interests.....	6
B. PREPARATION OF BIDS	7
5. General Considerations.....	7
6. Cost of Preparation of Bid.....	7
7. Language.....	7
8. Documents Comprising the Bid	7
9. Documents Establishing the Eligibility and Qualifications of the Bidder	8
10. Technical Bid Format and Content.....	8
11. Price Schedule.....	8
12. Bid Security.....	8
13. Currencies	9
14. Joint Venture, Consortium or Association.....	9
15. Only One Bid.....	10
16. Bid Validity Period	10
17. Extension of Bid Validity Period.....	11
18. Clarification of Bid (from the Bidders)	11
19. Amendment of Bids.....	11
20. Alternative Bids.....	11
21. Pre-Bid Conference.....	12
C. SUBMISSION AND OPENING OF BIDS.....	12
22. Submission	12
Hard copy (manual) submission	12
Email and eTendering submissions.....	13
23. Deadline for Submission of Bids and Late Bids	13
24. Withdrawal, Substitution, and Modification of Bids	13
25. Bid Opening	14
D. EVALUATION OF BIDS	14
26. Confidentiality.....	14



27. Evaluation of Bids	14
28. Preliminary Examination	14
29. Evaluation of Eligibility and Qualification.....	15
30. Evaluation of Technical Bid and prices	15
31. Due diligence.....	15
32. Clarification of Bids	16
33. Responsiveness of Bid	16
34. Nonconformities, Reparable Errors and Omissions	16
E. AWARD OF CONTRACT	17
35. Right to Accept, Reject, Any or All Bids.....	17
36. Award Criteria.....	17
37. Debriefing	17
38. Right to Vary Requirements at the Time of Award	17
39. Contract Signature	17
40. Contract Type and General Terms and Conditions	18
41. Performance Security	18
42. Bank Guarantee for Advanced Payment	18
43. Liquidated Damages	18
44. Payment Provisions.....	18
45. Vendor Protest.....	18
46. Other Provisions.....	19
Section 3. Bid Data Sheet.....	20
Section 4. Evaluation Criteria	25
Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities.....	28
Section 5b: Other Related Requirements	43
Section 6: Returnable Bidding Forms / Checklist.....	45
Form A: Bid Submission Form.....	46
Form B: Bidder Information Form	47
Form C: Joint Venture/Consortium/Association Information Form.....	50
Form D: Eligibility and Qualification Form.....	Error! Bookmark not defined.
Form E: Technical Bid FORMAT	51

SECTION 1. LETTER OF INVITATION

The United Nations Development Programme (UNDP) hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above-referenced subject.

This ITB includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

- Section 1: This Letter of Invitation
- Section 2: Instruction to Bidders
- Section 3: Bid Data Sheet (BDS)
- Section 4: Evaluation Criteria
- Section 5: Schedule of Requirements, Technical Specifications and BOQs
- Section 6: Returnable Bidding Forms
 - o Form A: Bid Submission Form
 - o Form B: Bidder Information Form
 - o Form C: Joint Venture/Consortium/Association Information Form (Not Applicable)
 - o Form D: Qualification Form
 - o Form E: Format of Technical Bid
 - o Form F: Price Schedule
 - o Form G: Form of Bid Security
- Section 7: Form for Performance Security

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it by the Deadline for Submission of Bids **Thursday 5th December 2019 (12:30 PM Pakistan Standard Time) OR 2:30 AM EST** as set out in Bid Data Sheet.

Please acknowledge receipt of this ITB by sending an email to pakistan.procurement.info@undp.org, indicating whether you intend to submit a Bid or otherwise. You may also utilize the **"Accept Invitation"** function **on or before Wednesday, November 27, 2019 [12:30 PM, Pakistan Standard Time OR 2:30 AM, EST]** in e-Tendering system. This will enable you to receive amendments or updates to the ITB. Should you require further clarifications, kindly communicate with the contact person/s identified in the attached Bid Data Sheet as the focal point for queries on this ITB.

UNDP looks forward to receiving your Bid and thank you in advance for your interest in UNDP procurement opportunities.

Issued by

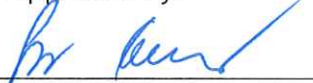


Name: Zeeshan Zahid

Title: Procurement Manager

Date: **November 21, 2019**

Approved by:



Name: Ignacio Artaza

Title: Resident Representative (a.i)

Date: **November 21, 2019**



SECTION 2. INSTRUCTION TO BIDDERS

GENERAL PROVISIONS

1. Introduction

- 1.1 Bidders shall adhere to all the requirements of this ITB, including any amendments made in writing by UNDP. This ITB is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement which can be accessed at <https://popp.undp.org/SitePages/POPPBSUnit.aspx?TermID=254a9f96-b883-476a-8ef8-e81f93a2b38d>
- 1.2 Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this ITB.
- 1.3 UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website.
- 1.4 As part of the bid, it is desired that the Bidder registers at the United Nations Global Marketplace (UNGM) website (www.ungm.org). The Bidder may still submit a bid even if not registered with the UNGM. However, if the Bidder is selected for contract award, the Bidder must register on the UNGM prior to contract signature.

2. Fraud & Corruption, Gifts and Hospitality

- 2.1 UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti
- 2.2 Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches or dinners.
- 2.3 In pursuance of this policy, UNDP:
 - (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question;
 - (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the

	<p>vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p> <p>2.4 All Bidders must adhere to the UN Supplier Code of Conduct, which may be found at http://www.un.org/depts/ptd/pdf/conduct_english.pdf</p>
3. Eligibility	<p>3.1 A vendor should not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations.</p> <p>3.2 It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p>
4. Conflict of Interests	<p>4.1 Bidders must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they:</p> <ul style="list-style-type: none"> a) Are or have been associated in the past, with a firm or any of its affiliates which have been engaged by UNDP to provide services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation, and other documents to be used for the procurement of the goods and services in this selection process; b) Were involved in the preparation and/or design of the programme/project related to the goods and/or services requested under this ITB; or c) Are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP. <p>4.2 In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP's confirmation on whether or not such conflict exists.</p> <p>4.3 Similarly, the Bidders must disclose in their Bid their knowledge of the following:</p> <ul style="list-style-type: none"> a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement

	<p>functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this ITB; and</p> <p>b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices.</p> <p>Failure to disclose such an information may result in the rejection of the Bid or Bids affected by the non-disclosure.</p> <p>4.4 The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this ITB, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
B. PREPARATION OF BIDS	
5. General Considerations	<p>5.1 In preparing the Bid, the Bidder is expected to examine the ITB in detail. Material deficiencies in providing the information requested in the ITB may result in rejection of the Bid.</p> <p>5.2 The Bidder will not be permitted to take advantage of any errors or omissions in the ITB. Should such errors or omissions be discovered, the Bidder must notify the UNDP accordingly.</p>
6. Cost of Preparation of Bid	<p>6.1 The Bidder shall bear all costs related to the preparation and/or submission of the Bid, regardless of whether its Bid is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.</p>
7. Language	<p>7.1 The Bid, as well as any and all related correspondence exchanged by the Bidder and UNDP, shall be written in the language (s) specified in the BDS.</p>
8. Documents Comprising the Bid	<p>8.1 The Bid shall comprise of the following documents and related forms which details are provided in the BDS:</p> <ul style="list-style-type: none"> a) Documents Establishing the Eligibility and Qualifications of the Bidder; b) Technical Bid; c) Price Schedule; d) Bid Security, if required by BDS; e) Any attachments and/or appendices to the Bid.

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9. Documents Establishing the Eligibility and Qualifications of the Bidder	<p>9.1 The Bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided under Section 6 and providing documents required in those forms. In order to award a contract to a Bidder, its qualifications must be documented to UNDP's satisfaction.</p>
10. Technical Bid Format and Content	<p>10.1 The Bidder is required to submit a Technical Bid using the Standard Forms and templates provided in Section 6 of the ITB.</p> <p>10.2 Samples of items, when required as per Section 5, shall be provided within the time specified and unless otherwise specified by the Purchaser, at no expense to the UNDP. If not destroyed by testing, samples will be returned at Bidder's request and expense, unless otherwise specified.</p> <p>10.3 When applicable and required as per Section 5, the Bidder shall describe the necessary training programme available for the maintenance and operation of the equipment offered as well as the cost to the UNDP. Unless otherwise specified, such training as well as training materials shall be provided in the language of the Bid as specified in the BDS.</p> <p>10.4 When applicable and required as per Section 5, the Bidder shall certify the availability of spare parts for a period of at least five (5) years from date of delivery, or as otherwise specified in this ITB.</p>
11. Price Schedule	<p>11.1 The Price Schedule shall be prepared using the Form provided in Section 6 of the ITB and taking into consideration the requirements in the ITB.</p> <p>11.2 Any requirement described in the Technical Bid but not priced in the Price Schedule, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.</p>
12. Bid Security	<p>12.1 A Bid Security, if required by BDS, shall be provided in the amount and form indicated in the BDS. The Bid Security shall be valid for a minimum of thirty (30) days after the final date of validity of the Bid.</p> <p>12.2 The Bid Security shall be included along with the Bid. If Bid Security is required by the ITB but is not found in the Bid, the offer shall be rejected.</p> <p>12.3 If the Bid Security amount or its validity period is found to be less than what is required by UNDP, UNDP shall reject the Bid.</p> <p>12.4 In the event an electronic submission is allowed in the BDS, Bidders shall include a copy of the Bid Security in their bid and the original of the Bid Security must be sent via courier or hand delivery as per the instructions in BDS.</p>

	<p>12.5 The Bid Security may be forfeited by UNDP, and the Bid rejected, in the event of any, or combination, of the following conditions:</p> <ul style="list-style-type: none"> a) If the Bidder withdraws its offer during the period of the Bid Validity specified in the BDS, or; b) In the event the successful Bidder fails: <ul style="list-style-type: none"> i. to sign the Contract after UNDP has issued an award; or ii. to furnish the Performance Security, insurances, or other documents that UNDP may require as a condition precedent to the effectivity of the contract that may be awarded to the Bidder.
13. Currencies	<p>13.1 All prices shall be quoted in the currency or currencies indicated in the BDS. Where Bids are quoted in different currencies, for the purposes of comparison of all Bids:</p> <ul style="list-style-type: none"> a) UNDP will convert the currency quoted in the Bid into the UNDP preferred currency, in accordance with the prevailing UN operational rate of exchange on the last day of submission of Bids; and b) In the event that UNDP selects a Bid for award that is quoted in a currency different from the preferred currency in the BDS, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
14. Joint Venture, Consortium or Association	<p>14.1 If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.</p> <p>14.2 After the Deadline for Submission of Bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP.</p> <p>14.3 The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Clause 9 herein in respect of submitting only one Bid.</p> <p>14.4 The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB,</p>

	<p>both in the Bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>14.5 A JV, Consortium or Association in presenting its track record and experience should clearly differentiate between:</p> <ul style="list-style-type: none"> a) Those that were undertaken together by the JV, Consortium or Association; and b) Those that were undertaken by the individual entities of the JV, Consortium or Association. <p>14.6 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials</p> <p>14.7 JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
15. Only One Bid	<p>15.1 The Bidder (including the individual members of any Joint Venture) shall submit only one Bid, either in its own name or as part of a Joint Venture.</p> <p>15.2 Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or c) they have the same legal representative for purposes of this ITB; or d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of another Bidder regarding this ITB process; e) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
16. Bid Validity Period	<p>16.1 Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for</p>

	<p>a shorter period may be rejected by UNDP and rendered non-responsive.</p> <p>16.2 During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel, the proposed rates and the total price.</p>
17. Extension of Bid Validity Period	<p>17.1 In exceptional circumstances, prior to the expiration of the Bid validity period, UNDP may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing and shall be considered integral to the Bid.</p> <p>17.2 If the Bidder agrees to extend the validity of its Bid, it shall be done without any change to the original Bid.</p> <p>17.3 The Bidder has the right to refuse to extend the validity of its Bid, in which case, the Bid shall not be further evaluated.</p>
18. Clarification of Bid (from the Bidders)	<p>18.1 Bidders may request clarifications on any of the ITB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing in the manner indicated in the BDS. If inquiries are sent other than specified channel, even if they are sent to a UNDP staff member, UNDP shall have no obligation to respond or confirm that the query was officially received.</p> <p>18.2 UNDP will provide the responses to clarifications through the method specified in the BDS.</p> <p>18.3 UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Bids, unless UNDP deems that such an extension is justified and necessary.</p>
19. Amendment of Bids	<p>19.1 At any time prior to the deadline of Bid submission, UNDP may for any reason, such as in response to a clarification requested by a Bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.</p> <p>19.2 If the amendment is substantial, UNDP may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids.</p>
20. Alternative Bids	<p>20.1 Unless otherwise specified in the BDS, alternative Bids shall not be considered. If submission of alternative Bid is allowed by BDS, a Bidder may submit an alternative Bid, but only if it also submits a Bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP</p>

	<p>reserves the right to award a contract based on an alternative Bid.</p> <p>20.2 If multiple/alternative bids are being submitted, they must be clearly marked as "Main Bid" and "Alternative Bid"</p>
21. Pre-Bid Conference	<p>21.1 When appropriate, a pre-bid conference will be conducted at the date, time and location specified in the BDS. All Bidders are encouraged to attend. Non-attendance, however, shall not result in disqualification of an interested Bidder. Minutes of the Bidder's conference will be disseminated on the procurement website and shared by email or on the e-Tendering platform as specified in the BDS. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the Minutes of the Bidder's Conference or issued/posted as an amendment to ITB.</p>
C. SUBMISSION AND OPENING OF BIDS	
22. Submission	<p>22.1 The Bidder shall submit a duly signed and complete Bid comprising the documents and forms in accordance with requirements in the BDS. The Price Schedule shall be submitted together with the Technical Bid. Bid can be delivered electronic method of transmission as specified in the BDS.</p> <p>22.2 The Bid shall be signed by the Bidder or person(s) duly authorized to commit the Bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or a Power of Attorney, accompanying the Bid.</p> <p>22.3 Bidders must be aware that the mere act of submission of a Bid, in and of itself, implies that the Bidder fully accepts the UNDP General Contract Terms and Conditions.</p>
Hard copy (manual) submission	<p>22.4 Hard copy (manual) submission by courier or hand delivery allowed or specified in the BDS shall be governed as follows:</p> <p>a) The signed Bid shall be marked "Original", and its copies marked "Copy" as appropriate. The number of copies is indicated in the BDS. All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail.</p> <p>(b) The Technical Bid and Price Schedule must be sealed and submitted together in an envelope, which shall:</p> <ol style="list-style-type: none"> Bear the name of the Bidder; Be addressed to UNDP as specified in the BDS; and Bear a warning not to open before the time and date for Bid opening as specified in the BDS.

	<p>If the envelope with the Bid is not sealed and marked as required, UNDP shall assume no responsibility for the misplacement, loss, or premature opening of the Bid.</p>
Email and eTendering submissions	<p>22.5 Electronic submission through email or eTendering, if allowed as specified in the BDS, shall be governed as follows:</p> <ul style="list-style-type: none"> a) Electronic files that form part of the Bid must be in accordance with the format and requirements indicated in BDS; b) Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivered as per the instructions in BDS. <p>22.6 Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/</p>
23. Deadline for Submission of Bids and Late Bids	<p>23.1 Complete Bids must be received by UNDP in the manner, and no later than the date and time, specified in the BDS. UNDP shall only recognise the actual date and time that the bid was received by UNDP</p> <p>23.2 UNDP shall not consider any Bid that is received after the deadline for the submission of Bids.</p>
24. Withdrawal, Substitution, and Modification of Bids	<p>24.1 A Bidder may withdraw, substitute or modify its Bid after it has been submitted at any time prior to the deadline for submission.</p> <p>24.2 Manual and Email submissions: A bidder may withdraw, substitute or modify its Bid by sending a written notice to UNDP, duly signed by an authorized representative, and shall include a copy of the authorization (or a Power of Attorney). The corresponding substitution or modification of the Bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of Bids, by clearly marking them as "WITHDRAWAL" "SUBSTITUTION," or "MODIFICATION"</p> <p>24.3 eTendering: A Bidder may withdraw, substitute or modify its Bid by Cancelling, Editing, and re-submitting the Bid directly in the system. It is the responsibility of the Bidder to properly follow the system instructions, duly edit and submit a substitution or modification of the Bid as needed. Detailed instructions on how to cancel or modify a Bid directly in the system are provided in the Bidder User Guide and Instructional videos.</p> <p>24.4 Bids requested to be withdrawn shall be returned unopened to the</p>

	Bidders (only for manual submissions), except if the bid is withdrawn after the bid has been opened.
25. Bid Opening	<p>25.1 UNDP will open the Bid in the presence of an ad-hoc committee formed by UNDP of at least two (2) members.</p> <p>25.2 The Bidders' names, modifications, withdrawals, the condition of the envelope labels/seals, the number of folders/files and all other such other details as UNDP may consider appropriate, will be announced at the opening. No Bid shall be rejected at the opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders.</p> <p>25.3 In the case of e-Tendering submission, bidders will receive an automatic notification once the Bid is opened.</p>
D. EVALUATION OF BIDS	
26. Confidentiality	<p>26.1 Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>26.2 Any effort by a Bidder or anyone on behalf of the Bidder to influence UNDP in the examination, evaluation and comparison of the Bids or contract award decisions may, at UNDP's decision, result in the rejection of its Bid and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.</p>
27. Evaluation of Bids	<p>27.1 UNDP will conduct the evaluation solely on the basis of the Bids received.</p> <p>27.2 Evaluation of Bids shall be undertaken in the following steps:</p> <ol style="list-style-type: none"> Preliminary Examination including Eligibility Arithmetical check and ranking of bidders who passed preliminary examination by price. Qualification assessment (if pre-qualification was not done) <ol style="list-style-type: none"> Evaluation of Technical Bids Evaluation of prices <p>Detailed evaluation will be focussed on the 3 - 5 lowest priced bids. Further higher priced bids shall be added for evaluation if necessary</p>
28. Preliminary Examination	<p>28.1 UNDP shall examine the Bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the Bids are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any Bid at this stage.</p>



29. Evaluation of Eligibility and Qualification	<p>29.1 Eligibility and Qualification of the Bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in the Section 4 (Evaluation Criteria).</p> <p>29.2 In general terms, vendors that meet the following criteria may be considered qualified:</p> <ul style="list-style-type: none"> a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; d) They are able to comply fully with the UNDP General Terms and Conditions of Contract; e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and f) They have a record of timely and satisfactory performance with their clients.
30. Evaluation of Technical Bid and prices	<p>30.1 The evaluation team shall review and evaluate the Technical Bids on the basis of their responsiveness to the Schedule of Requirements and Technical Specifications and other documentation provided, applying the procedure indicated in the BDS and other ITB documents. When necessary, and if stated in the BDS, UNDP may invite technically responsive bidders for a presentation related to their technical Bids. The conditions for the presentation shall be provided in the bid document where required.</p>
31. Due diligence	<p>31.1 UNDP reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ul style="list-style-type: none"> a) Verification of accuracy, correctness and authenticity of information provided by the Bidder; b) Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder;

	<ul style="list-style-type: none"> d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous works, as deemed necessary; e) Physical inspection of the Bidder's offices, branches or other places where business transpires, with or without notice to the Bidder; f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.
32. Clarification of Bids	<p>32.1 To assist in the examination, evaluation and comparison of Bids, UNDP may, at its discretion, request any Bidder for a clarification of its Bid.</p> <p>32.2 UNDP's 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, except to provide clarification, and confirm the correction of any arithmetic errors discovered by UNDP in the evaluation of the Bids, in accordance with the ITB.</p> <p>32.3 Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the Bids.</p>
33. Responsiveness of Bid	<p>33.1 UNDP's determination of a Bid's responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other requirements of the ITB without material deviation, reservation, or omission.</p> <p>33.2 If a bid is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.</p>
34. Nonconformities, Reparable Errors and Omissions	<p>34.1 Provided that a Bid is substantially responsive, UNDP may waive any non-conformities or omissions in the Bid that, in the opinion of UNDP, do not constitute a material deviation.</p> <p>34.2 UNDP may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid.</p> <p>34.3 For the bids that have passed the preliminary examination, UNDP shall check and correct arithmetical errors as follows:</p> <ul style="list-style-type: none"> a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity,

85

	<p>the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected;</p> <p>b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and</p> <p>c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.</p> <p>34.4 If the Bidder does not accept the correction of errors made by UNDP, its Bid shall be rejected.</p>
E. AWARD OF CONTRACT	
35. Right to Accept, Reject, Any or All Bids	<p>35.1 UNDP reserves the right to accept or reject any bid, to render any or all of the bids as non-responsive, and to reject all Bids at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.</p>
36. Award Criteria	<p>36.1 Prior to expiration of the period of Bid validity, UNDP shall award the contract to the qualified and eligible Bidder that is found to be responsive to the requirements of the Schedule of Requirements and Technical Specification and has offered the lowest price.</p>
37. Debriefing	<p>37.1 In the event that a Bidder is unsuccessful, the Bidder may request for a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the Bidder's submission, in order to assist the Bidder in improving its future Bids for UNDP procurement opportunities. The content of other Bids and how they compare to the Bidder's submission shall not be discussed.</p>
38. Right to Vary Requirements at the Time of Award	<p>38.1 At the time of award of Contract, UNDP reserves the right to vary the quantity of goods and/or services, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.</p>
39. Contract Signature	<p>39.1 Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and</p>

	on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
40. Contract Type and General Terms and Conditions	40.1 The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in BDS, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
41. Performance Security	41.1 A performance security, if required in the BDS, shall be provided in the amount specified in BDS and form available at https://popp.undp.org/layouts/15/WopiFrame.aspx?sourcedoc=/UNDP POPP DOCUMENT LIBRARY/Public/PSU Solicitation Performance%20Guarantee%20Form.docx&action=default within a maximum of fifteen (15) days of the contract signature by both parties. Where a performance security is required, the receipt of the performance security by UNDP shall be a condition for rendering the contract effective.
42. Bank Guarantee for Advanced Payment	42.1 Except when the interests of UNDP so require, it is UNDP's standard practice to not make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per the BDS, and exceeds 20% of the total contract price, or USD 30,000, whichever is less, the Bidder shall submit a Bank Guarantee in the full amount of the advance payment in the form available at https://popp.undp.org/layouts/15/WopiFrame.aspx?sourcedoc=/UNDP POPP DOCUMENT LIBRARY/Public/PSU Contract%20Management%20Payment%20and%20Taxes Advanced%20Payment%20Guarantee%20Form.docx&action=default
43. Liquidated Damages	43.1 If specified in the BDS, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Contractor's delays or breach of its obligations as per Contract.
44. Payment Provisions	44.1 Payment will be made only upon UNDP's acceptance of the goods and/or services performed. The terms of payment shall be within thirty (30) days, after receipt of invoice and certification of acceptance of goods and/or services issued by the proper authority in UNDP with direct supervision of the Contractor. Payment will be effected by bank transfer in the currency of the contract.
45. Vendor Protest	45.1 UNDP's vendor protest procedure provides an opportunity for appeal to those persons or firms not awarded a contract through a competitive procurement process. In the event that a Bidder believes that it was not treated fairly, the following link provides further details

	<p>regarding UNDP vendor protest procedures: http://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html</p>
46. Other Provisions	<p>46.1 In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence.</p> <p>46.2 UNDP is entitled to receive the same pricing offered by the same Contractor in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence.</p> <p>46.3 The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15 http://www.un.org/en/ga/search/view_doc.asp?symbol=ST/SGB/2006/15&referer</p>



SECTION 3. BID DATA SHEET

The following data for the goods and/or services to be procured shall complement, supplement, or amend the provisions in the Invitation to Bid In the case of a conflict between the Instructions to Bidders, the Bid Data Sheet, and other annexes or references attached to the Bid Data Sheet, the provisions in the Bid Data Sheet shall prevail.

BDS No.	Ref. to Section.2	Data	Specific Instructions / Requirements
1	7	Language of the Bid	English
2		Submitting Bids for Parts or sub-parts of the Schedule of Requirements (partial bids)	<p>Allowed [The bidders may apply for all three (03) packages or for one or more packages. Only complete bid against each package will be considered. Evaluation of bids and award of contracts will be made on package-wise basis]</p> <p>One Bidder will be awarded One (01) package only based on the evaluation criteria.</p> <p>Note: The bidders are required to submit separate Offers (technical and financial) for separate packages, if bidding for more than one Package.</p>
3	20	Alternative Bids	Shall not be considered
4	21	Pre-Bid conference /Site visit	<p>Will be Conducted</p> <p>Time: 11:00 AM Wednesday, November 27, 2019</p> <p>Venue: 7th Floor, UNDP Country Office, Serena Business Complex, Islamabad.</p> <p>Interested parties who wish to attend the pre-bid conference are kindly requested to send the name, NIC number and company name to Israr Ahmad at israr.ahmad@undp.org by and before 1200 hours PST 26th November 2019, in order to obtain necessary security clearance.</p>
5	16	Bid Validity Period	90 days
6	13	Bid Security	Required PKR 300,000/- for Package One (01) only. For other packages Bid Security is not required.



			<p>The original bid security should be sent to UNDP Office through courier at the following address on or before Thursday 5th December 2019 at 12:30 pm and a scanned copy should be submitted through the e-Tendering system.</p> <p style="text-align: center;">UNDP-ITB-2019-453 UNDP Registry, Quotation/Bids/Proposals United Nations Development Programme Serena Business Complex, 2nd Floor, Khayaban e Suharwardy, Islamabad, Pakistan Tel: 051-8355600 Fax: 051-2600254-5</p> <p>Acceptable forms of Bid Security: <input checked="" type="checkbox"/> Form of Bid Security (See Section 6, FORM-G for template) <input checked="" type="checkbox"/> Any Bank-issued Check / Cashier's Check / Certified Check In the name of UNDP Representative (Rupee) Account, UNDP Pakistan</p> <p>Validity of Bid Security: 120 days from the last day of bid submission.</p> <p>Bid Security of unsuccessful bidders shall be returned.</p>
7	41	Advanced Payment upon signing of contract	Not Allowed
8	42	Liquidated Damages	<p>Will be imposed as follows:</p> <p>0.33% of contract for every day of delay, up to a maximum duration of 1 calendar month. Thereafter, the contract may be terminated.</p>
9	40	Performance Security	<p><input checked="" type="checkbox"/> Required</p> <p>Amount: 10% of the Contract Value</p> <p>FORM: Performance Security in accordance with the template provided in Section 7 of the ITB</p> <p>Performance Security must be in the name of UNDP Representative (Rupee) Account. Performance Security must be valid for Six (06) months after the delivery of packages.</p> <p>Performance Security for less than the above mentioned period will not be acceptable.</p>



10	12	Currency of Bid	<input checked="" type="checkbox"/> Local Currency i.e PAK Rupees
11	31	Deadline for submitting requests for clarifications/ questions	Five (05) days before the submission date.
12	31	Contact Details for submitting clarifications/questions	<p>Focal Person in UNDP: Israr Ahmad/Admin and Finance Officer</p> <p>Address: United Nations Development Programme Serena Business Complex, 2nd Floor, Khayaban e Suharwardy, Islamabad, Pakistan Tel: 051-8355600 Fax: 051-2600254-5</p> <p>E-mail address: pakistan.procurement.info@undp.org</p>
13	18, 19 and 21	Manner of Disseminating Supplemental Information to the ITB and responses/clarifications to queries	<p>Direct communication to prospective Proposers by email and Posting on the following websites:</p> <p>http://www.pk.undp.org/content/pakistan/en/home/operations/procurement0/</p> <p>AND</p> <p>https://etendering.partneragencies.org</p> <p>Please keep visiting the above websites till the closing date for additional information and updates.</p>
14	23	Deadline for Submission	<p>Thursday, December 5, 2019 (12:30 PM Pakistan Standard Time OR 2:30 AM EST).</p> <p>PLEASE NOTE: -</p> <ol style="list-style-type: none"> 1. Date and time visible on the main screen of event (on e-tendering portal) will be final and prevail over any other closing time indicated elsewhere, in case they are different. Please also note that the bid closing time shown in the PDF file generated by the system is not accurate due to a technical glitch that we will resolve soon. The correct bid closing time is as indicated in the e-tendering portal and system will not accept any bid after that time. It is the responsibility of the bidder to make sure bids are submitted within this deadline. UNDP will not accept any bid that is not submitted directly in the system. 2. Submit your bid a day prior or well before the closing time. Do not wait until last minute. If you face any issue in



			submitting your bid at the last minute, UNDP may not be able to assist.
14	22	Allowable Manner of Submitting Bids	<input checked="" type="checkbox"/> Online bidding in E-tendering module.
15	22	Bid Submission Address	<p>To be submitted in e-Tendering system: https://etendering.partneragencies.org</p> <p>Note: Detailed instructions on how to register, submit, modify or cancel a bid in the eTendering system are provided in the e-Tendering System Bidder User Guide and Instructional videos available on this link:</p> <p>http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/</p>
16	22	Electronic submission e-Tendering requirements	<ul style="list-style-type: none"> ▪ Format: PDF files only ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted.
17	25	Date, time and venue for the opening of bid	<p>Date and Time: December 5, 2019 3:30 PM PST OR 5:30 AM EST</p> <p>In the case of e-Tendering submission, bidders will receive an automatic notification once their Bids are opened.</p> <p>The Public Bid Opening Report will be sent directly from the system to bidders who have successfully posted a bid. This report only displays total Bid price for each bid submitted.</p>
18	27, 36	Evaluation Method for the Award of Contract	<p>Lowest priced technically responsive, eligible and qualified bid.</p> <p>Evaluation of bids and award of contracts shall be made on package wise basis.</p>
19		Expected date for commencement of Contract	<i>December 16, 2019</i>
20		Maximum expected duration of contract	100% Delivery within 45 days from the date of signing of Contract.
21	35	UNDP will award the contract to:	<p>More than one bidder, depending on the following factors:</p> <p>Award for each package would be made to the "Lowest</p>

			<p>priced technically responsive, eligible and qualified" bidder. As bidders may submit bids for several packages and may be lowest priced for several packages, therefore selection for each package will be subject to the following additional considerations:</p> <p>a) In order to ensure that the bidder has the right capacity to deliver, UNDP will NOT award more than One (01) Package to any one (1) bidder;</p> <p>b) UNDP may select to first award a Package to a bidder who is lowest priced for several packages in the event that there may not be any other technically qualified bidders for that package to ensure there is coverage for all packages; and</p> <p>c) Wherever possible, the selection will be based on overall least price combination across packages to UNDP.</p>
22	39	Type of Contract	<p>Contract for Goods and/or Services to UNDP http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p>
23	39	UNDP Contract Terms and Conditions that will apply	<p>UNDP General Terms and Conditions for Contracts http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p>
24		Other Information Related to the ITB	<p>Conditions for Determining Contract Effectivity:</p> <p><input checked="" type="checkbox"/> Upon UNDP's receipt of valid Performance Bond and</p> <p><input checked="" type="checkbox"/> Upon contract signing from both the parties.</p> <p>Payment Terms:</p> <p>100% payment will be made within 15 days upon delivery of complete packages and UNDP's acceptance of the packages delivered as specified and receipt of invoice.</p> <p>Note: Above payment will be made within 15 days upon submission of original invoice and subject to verification of delivery of goods as per ITB.</p>



SECTION 4. EVALUATION CRITERIA

Preliminary Examination Criteria

Bids will be examined to determine whether they are complete and submitted in accordance with ITB requirements as per below criteria on a Yes/No basis:

- Appropriate signatures
- Power of Attorney
- Minimum Bid documents provided (**as mentioned in Section 6 Form B: Bidder Information Form**)
- Bid Validity.
- Bid Security submitted as per ITB requirements with compliant validity period

Minimum Eligibility Criteria

Eligibility will be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria, unless otherwise specified.

Subject	Criteria	Document Submission requirement
ELIGIBILITY		
Legal Status	Vendor is a legally registered entity.	Form B: Bidder Information Form
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with ITB clause 3.	Form A: Bid Submission Form
Conflict of Interest	No conflicts of interest in accordance with ITB clause 4.	Form A: Bid Submission Form
Bankruptcy	Has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.	Form A: Bid Submission Form
Certificates and Licenses	▪ Duly authorized to act as Agent on behalf of the Manufacturer, or Power of Attorney, if bidder is not a manufacturer (if applicable)	Form B: Bidder Information Form



	<ul style="list-style-type: none"> ▪ Official appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country ▪ Export/Import Licenses, if applicable ▪ Certificate of Registration of the business; including Articles of Incorporation, or equivalent document if Bidder is not a corporation. 	
QUALIFICATION		
History of Non-Performing Contracts¹	Non-performance of a contract did not occur as a result of contractor default for the last 3 years.	Form D: Qualification Form
Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 3 years.	Form D: Qualification Form
Previous Experience	<ul style="list-style-type: none"> • Minimum 03 years of experience in <u>Supply of similar nature kits to National/International Organization.</u> • Minimum 2 contracts/POs (with names of the organisation and total amount) of similar nature implemented over the last 5 years, Evidences of these contracts/POs are required; (For JV/Consortium/Association, all Parties cumulatively should meet requirement). (Not Applicable)	Form D: Qualification Form
Financial Standing	Minimum average annual turnover of Pak Rs. 30 Million for the last 2 years. (For JV/Consortium/Association, all Parties cumulatively should meet requirement). (Not Applicable)	Form D: Qualification Form
	Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. (For JV/Consortium/Association, all Parties cumulatively should meet requirement). (Not Applicable)	Form D: Qualification Form
Technical Evaluation		Form E: Technical Bid Form
	The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the following criteria:	Form E: Technical Bid Form

¹ Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

	<p><input checked="" type="checkbox"/> Written confirmation to deliver all the Business Development Kits within the delivery period of 45 days from the date of signing of contract. [Must meet the requirement (Y/N)].</p> <p><input checked="" type="checkbox"/> Full compliance of offered goods to the technical specification mentioned in Section-5. [Must meet the requirement (Y/N)].</p> <p><input checked="" type="checkbox"/> The Current Ratio for last two years should be more than One (01) [Must meet the requirement (Y/N)].</p>	
Financial Evaluation	<p>Detailed analysis of the price schedule based on requirements listed in Section 5 and quoted for by the bidders in Form E.</p> <p>Comparison with budget/internal estimates.</p>	Form E: Price Schedule Form

8

SECTION 5A: SCHEDULE OF REQUIREMENTS, TECHNICAL SPECIFICATIONS AND BOQS

The Bidders are required to deliver BUSINESS DEVELOPMENT KITS (Package 1, 2, and 3), in newly merged tribal districts of Khyber Pakhtunkhwa Province, Pakistan on DAP (Delivery at Place) basis.

Packages	Description of Kit	Number of Packages	Delivery Period
Package 1	Grocery Shops (1)	140	100% of all the Kits must be delivered within 45 days from the date of signing of contract.
	Grocery Shops (2)	284	
	Road Side Food Shops	53	
		477	
Package 2	Stationary Shop	35	100% of all the Kits must be delivered within 45 days from the date of signing of contract.
	Sports Shop	35	
	Mobile Repair Shop	35	
	Solar Panel Installation Shop	35	
		140	
Package 3	Cloth Shop	170	100% of all the kits must be delivered within 45 days from the date of signing of contract.

Note: Business Development Kits need to be packed in separate cardboard carton(s). Cartons size may vary as per the specification of the items. The business development kits can either be placed in one box or more. It is important to pack each business kit belonging to specific trade separately and marked with the list of items outside the box with its pictures. USAID / UNDP brand logos will be provided by UNDP and it will be pasted on the boxes.

DETAILS OF BOQ

Package 1:

Grocery Shops (1)			
S.No.	Item Name	Unit	Quantity per Package
1	<u>SUGAR BAGs</u> Shakarganj White Crystalline Sugar of 40KG Bag -or- EQUIVALENT	40 KG	7
2	<u>RICE BAGs</u> 1121 Long Golden Sella Rice 40 kg -or- EQUIVALENT	40 KG	7
3	<u>DAAL PACKETs</u> Channa, Masoor, Mash and Mah daal 2.5 kgs each in single plastic pouch sealed. -or- EQUIVALENT	2.5 KG each	11
4	<u>BLACK TEA</u> Lipton Yellow Lable tea 950 gm plastic pouch -or- EQUIVALENT	1KG	11
5	<u>FLOUR</u> Unaaj 20 kg whole wheat food flour -or- EQUIVALENT	20 KG Bag	11

Grocery Shops (2)			
S.No.	Item Name	Unit	Quantity per Package
1	Lux Beauty Bar Soap -or- EQUIVALENT	110 Grams	30
2	Safeguard Anti-Bacterial Bar Soap -or- EQUIVALENT	110 Grams	30
3	Sufi Darja Awal Soap -or- EQUIVALENT	1 KG	30
4	Bonus Detergent Powder Tristar 950gm -or- EQUIVALENT	1 KG	30
5	Surf Excel Easy Wash Detergent Powder -or- EQUIVALENT	1 KG	30



6	Colgate Dental Cream - 100 Gm -or- EQUIVALENT	Tube	30
7	Colgate Dental Cream - 200 Gm -or- EQUIVALENT	Tube	27
8	Shield FALCON Toothbrush -or- EQUIVALENT	Brush	27
9	Shield DUAL PRO Toothbrush -or- EQUIVALENT	Brush	27
10	Marie Biscuits 70.6 Grams each roll (6 Half Rolls in one Box) -or- EQUIVALENT	Box	27
11	BISCONNI Novita ~ Orange Wafers 6 Packs -or- EQUIVALENT	Box	27
12	Lu Candi Original Half Roll Biscuits 14.76 OZ (420 Grams) x 2.46 OZ (70 Grams) Each (6 Snack Packs in one Box) -or- EQUIVALENT	Box	27
13	Lu TUC Biscuits-6 Pcs Half Roll 48 Grams per roll (6 Snack Packs in one Box) -or- EQUIVALENT	Box	27
14	DALDA Banaspati Ghee - 1kg - Pack of 5 (5 pouch of 1kg each) -or- EQUIVALENT	Bos	18
15	DALDA Cooking Oil - Pack of 5kg (5 pouch of 1kg each) -or- EQUIVALENT	Box	17
16	Shampoo Head & Shoulders Classic (Sachet) - 5ml -or- EQUIVALENT	Sachet	131
17	Shampoo Sunsilk Stunning Black Shine (Sachet) - 5 ml -or- EQUIVALENT	Sachet	131
18	Shampoo Head & Shoulders Classic Clean, 200 ml -or- EQUIVALENT	200 ML Bottle	18
19	Shampoo Sunsilk Black Shine, 200 ml -or- EQUIVALENT	200 ML Bottle	18

Road Side Food Shops			
S.No.	Item Name	Unit	Quantity per Package
1	Boss B-089 Stylish Sitting Stool with Square Sitting Top -or- EQUIVALENT	Number	20

2	Boss Plastic Chairs Code BP-316 -or- EQUIVALENT	Number	16
3	Plates- Steel (22cm net weight approx. 158 grams -or- EQUIVALENT	Number	48
4	Steel Spoons -or- EQUIVALENT	Number	48
5	Plastic Tables- Toyo/Boss B-212 -or- EQUIVALENT	Number	6
6	Shakarganj White Crystalline Sugar of 40KG Bag -or- EQUIVALENT	40 KG	9
7	DALDA Cooking Oil - Pack of 5kg (5 pouch of 1kg each) -or- EQUIVALENT	Box	10
8	Lipton Yellow Lable tea 950 gm plastic pouch -or- EQUIVALENT	1 KG	9

Package 2:

Stationary Shop

S.No.	Item Name	Unit	Quantity per Package
1	Show Case, Wood/ chip board and lamination but with wooden feet made with glass (5mm) in front (in sliding position) with wooden edges, Height 4ft*5ft length*2.5ft width with 3 rows, 2 draws with locks	Number	2
2	Note Books (Udru); size 9.5 x 7 inches 100 pages (50-leaves) with printed cover of 260 gms art card and paper type of 68gms with binding of centre pin & glue binding	Number	50
3	Note Books (English 5 lines); size 9.5 x 7 inches 100 pages (50-leaves) with printed cover of 260 gms art card and paper type of 68gms with binding of centre pin & glue binding	Number	50
4	Note Book (Mathematics - Gridlines); size 9.5 x 7 inches 100 pages (50-leaves) with printed cover of 260 gms art card and paper type of 68gms with binding of centre pin & glue binding	Number	50
5	Note Books (English narrow lines); size 9.5 x 7 inches 100 pages (50-leaves) with printed cover of 260 gms art card and paper type of 68gms with binding of centre pin & glue binding	Number	50
6	Dictionary (English to Urdu) Oxford medium size	Number	20
7	Writing registers for rough work 100 pages	Number	30
8	Pencils round by Sensa delight Lead or Bahadur Trica or Equivalent	Number	12
9	Pencil Sharpeners small size in different color of DELI metal pencil sharpener or equivalent quality	Number	5

10	Pencil Eraser, environmental protection material, weight 4.5 ounces of DELI eraser Pakistan/Turkey/Germany or equivalent quality	Number	5
11	Geometry box (character pics on top) with accessories (<i>compass, protector, two sets of squares, Divider, ruler</i>) Model: KM-5199 of Stationary or equivalent quality	Number	36
12	White Board markers Round and Chisel Tip Made up of a minimum of 37% recycled materials, Blue, Black and Red color by Dollor or equivalent quality	Number	5
13	Permanent markers Round and Chisel Tip Made up of a minimum of 37% recycled materials Blue, Black and Red color by Dollor or equivalent quality	Number	5
14	Color pencils Non-toxic paint, by Deli or Bahadur Trica or equivalent quality	Number	60
15	Correction Pen white, non-Toxic, of Dux or equivalent quality	Number	24
17	Glue Stick medium weight 22 gram and large weight 43 gram, Ideal for bonding paper, cardboard and photos by Pritt or equivalent quality	Number	24
18	Paper Charts in A1, A2 and A3 size in different colors of SKU brand or equivalent quality	Number	10
19	A-4 Sheets, contains 22M fiber per gram, 80 GSM, 500 paper per rim, by Double A or equivalent quality	Number	3
20	Water Colors (12 color box) with brush Non-toxic paint, by Deli or Bahadur Trica or equivalent quality	Number	24
21	Ball Points box (each box contains 12 ball points) in black, blue and red color by Dollar Clipper or equivalent quality	Number	12
22	File Covers by Hamid & CO or equivalent quality	Number	6
23	Clear Bags, blue, white and light pink color by Dollar or equivalent quality	Number	5
24	Masking tapes 12mm x 18M-1/2 inch by Bull or Nichiban or equivalent quality	Number	2



25	Wrapping sheets with different colors	Number	6
26	Stop watch	Number	12
27	Lunch Boxes plastic made with 2 drawer and Spoon Portion cartoon printed by Kiki Kids or equivalent quality	Number	12
28	Water Bottles with 800ml capacity, cartoon pictures by Sports Water Bottle or equivalent quality	Number	12
29	School Bags medium and large size (13/14/15/16 inches), 1 main compartment for books, 1 front compartment & zippered pocket and 2 side mesh pockets for holding water bottle, character pictures on front by Frozen or equivalent quality	Number	18

Sports Shop

S.No	Item Description	Unit	Quantity per Package
1	Showcase for the items wooden made with glass in front wooden edges supported, Height 4F*5 F length*3ftWidth, with 3 rows, 2 draws with locks	Number	2
2	Cricket Bat (C.A) or Equivalent weight 2.5 kg, wooden, Dimensions 97 x 12 x 10 cm, length not more than 965 mm	Number	5
3	Cricket wood wicket, 28inches high, 9 inches wide, maximum diameter 1 1/2 inches and minimum diameters of 1 3/8 inches	Number	5
4	Tennis Ball (Shield) or Equivalent Yellow, orange, green or white color, diameter 6.35 to 6.67 cm, weight 737 grams	Number	15
5	Field hockey Sticks ash or mulberry wood made, weight 538 to 623 grams, length 35 to 38 inches,	Number	12

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6	Hockey balls made of solid plastic, weight between 156 grams to 163 grams, available colors, diameter 2.81 inches-2.94 inches	Number	12
7	Foot Ball weight of 410–450 g Nike, Puma, Laliga or equivalent quality water proof	Number	12
8	Set of Badminton Rackets of Li Ning, Wilson, Fleet, Forza, Victor or equivalent quality - 85-89 grams in weight, frame of the Racket can be made of steel, aluminum, carbon fiber, ceramic, boron, 680mm in overall length and 230 mm in overall width., double frame in different colors	Number	6
9	Badminton Shuttlecock, Yonex - or Equivalent weight around 4.75 to 5.50 g , with 16 feathers with each feather 70 mm (2.8 in) in length, white colour	Number	15
10	Badminton Net, Yonex, Oplo- or Equivalent Weight upto 1 to 1.5 KG, full size, (4in Knotted Mesh), 5ft high in centre and 5ft 1 inches height at edges	Number	6
11	Volley Ball Net of Halex Volleyball or Equivalent Net- 32 ft long, 39 inches tall, high strength knotted nylon netting (4in Knotted Mesh), with 2" top binding and 1-1/2" bottom binding, Dimensions: 32' x 3' x 4", with weight around to 2.75 pounds	Number	5
12	Carrom Board with accessories of Iqbal's Lagoon International- or Equivalent 36-inch Wooden Carrom Board, playing surface must be a smooth, 73.50 cm – 74 cm square at least 8mm thick, Frames must be made of hard wood, 1.90 cm – 2.54 cm in height and 6.35 cm – 7.60 in breadth, Pockets on all four corners should round inwardly and be 4.45 cm in diameter	Number	3
13	Lodu of Xu Yang brand- wood quality or Equivalent (big size goti)	Number	8
14	Sports Tape, Nitto Japan brand- PVC material, model 21 or Nitto Tennis, or Equivalent water proof in different color	Number	12

Mobile Repair Shop			
S.No.	Item Name	Unit	Quantity per Package
1	Heat/Hot air Gun (KADA) or Equivalent Power Voltage: 110V AC or 220V AC, Power Consumption: 270W (Max.) Pump: Diaphragm Pump, capacity: 24L/min (Max.), leakage Voltage of Iron Tip: <0.5mV, standard Iron Tip: AT-900M, hot Air Temperature: 100 to 480C, Tip of Iron Temperature: 200 to 480C, outer Dimensions: 187(W)x150(H)x245(D)mm, weight 4 Kilo, Rework station with Air Output, Rework tray or equivalent quality	Number	3
2	Power Supply, Plug Type: US Plug, EU Plug * Input voltage: AC 110V/220V, 50/60Hz * Output voltage: 0 ~ 15V, Two digital meter display (error 1%), High efficiency, light weight, small volume, High power density, overload cut-off protection function, 0-15V continuously adjustable, Special power supply for mobile phone repair (KADA/Yaxin) or equivalent quality	Number	4
3	Lamp with Magnifying Glass MG81001-A, Magnification:1.2X,1.8X,2.5X,3.5X, Light: Two Led Lamp, Product Size:65*44.5*49cm, Battery: 2 x AAA 1.5V batteries, Peanut bulb: 2.2V-0.25A collecting peanut bulb, 4 x available magnification or equivalent quality	Number	3
4	Grip Plate by Pikabo or equivalent quality	Number	3

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5	220V Ac 45W Watt Electric Soldering Iron Wood Handle, Chisel Point with Copper Tip approx. 15mm, Length: Approx. 29cm, Cable Length: Approx. 120cm, Power: 200 W, temperature range 450-600°C, Uses: electronic maintenance production, SKU brand or equivalent quality	Number	5
6	Screw Driver small Set 45 in 1, by Jackly or equivalent quality	Number	4
7	MECHANIC Solder Paste, material: Plastic solder paste. Type: XG-50 , 35g, Alloy: Sn63/Pb37, Microns: 25-45um with 10cc volume in any available color of JimBon or equivalent quality	Number	10
8	CTC (Thinner) by SKU or equivalent quality	Number	25
9	Soldering Wire, Flux: 2.0% Color: silver Wire diameter: approx. 1mm Melting point: 361 ° F / 183 ° C Total wire length of one reel: 1400 mm. Net Weight: 50 gm, Gauge 22 SWG Composition (Tin/Lead) 60/40 by BEST or equivalent quality	Number	20
10	Digital Multimeter Mobile Phone Repair, Voltage DC: 200mV/2V/20V/200V/1000V $\pm(0.5\%+3)$,Voltage AC: 200mV /2V/20V/200V/700V $\pm(0.8\%+5)$,Current DC: 2mA/20mA/200mA/10A $\pm(1.0\%+3)$, Current AC: 2mA/20mA/200mA/10A $\pm(2.0\%+3)$, Resistance: 200 Ω /2k Ω /20k Ω /200k Ω /2M Ω /20, M Ω /200 M Ω $\pm(0.8\%+3)$, Capacitance: 20nF/200nF/2 μ F/20 μ F/200 μ F $\pm(4.0\%+3)$, Diode test, Triode test, On-off test, Auto power off, Data hold, Low battery display by Victor or equivalent quality	Number	20
11	Jumper Wire, Model Number: 0.02mm by DIYPHONE or equivalent quality	Number	10



12	LCD Touch Screen Separator (Glass Machine) Power Net, Brand :HAIRUI or equivalent quality Input voltage : AC 220V/110V Power : 300W Heating area : 200*130 mm, Temperature control range : 60 ° C ~ 200 ° C	Number	2
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Solar Panel Installation Shop

S.No.	Item Name	Unit	Quantity per Package
1	Electrician Combination insulated Plier 8" Diamond brand or equivalent quality	Number	5
2	Charge Controller 10A, voltage: DC 12V/24V Rated Charge Current: 10A Over charge Protection: 14.4V/28.8V Over charge Floating charge: 13.7V/27.4V Charge recover voltage: 12.6V/25.2V Over discharge Protection: 10.7V/21.4V Over discharge Recover: 12.6V/25.2V USB output: 5V/3A Operating temperature: -35°C-60°C , brand UEIUA or equivalent quality	Number	3
3	Charge Controller 20A system voltage 12V/24V auto No-load loss 0.7W to 1.2W Battery voltage 9 to 35 Max solar input voltage 100V (25°C), 90V (- 25°C) Max power point voltage range Battery voltage +2V to 75V Rated charging current 20A, Rated load current 20A Conversion efficiency ≤ 98% MPPT tracking efficiency > 99% Temperature compensation factor -3.0mv/°C / 2V (default)	Number	3

9

	Operating temperature -35°C to +45°C brand GSMS or equivalent quality		
4	Charge Controller 30A, • 12v/24v auto • 30A random color By Khalid traders or equivalent quality	Number	2
5	Solar Panels (50W), Rated Power Pmax (Wp) 50 Open Circuit Voltage Voc (V) 21.67 Short Circuit Current, Isc (A) 3.03 Voltage at Maximum Power, Vmp (V) 17.67 Current at Maximum Power, Imp (V) 2.85 Module Efficiency (%) 13.82%, Module Dimension (mm) 559 x 659 x 34.5 Matrix 9 x 4 Solar Cell Type Multi Crystalline Silicon Front Cover 3.2mm Thick; Low Iron Tempered Glass Frame Material Silver Anodized Aluminum Alloy Brand Ellies (E) Renewable energy or equivalent quality	Number	2
6	Solar Panels (100W) Output Power 100 Watts Operating Voltage 12 Volt Panel Technology Poly Crystalline, Wattage (Wp) 100 Voltage at Max Power, Vamp (V) 18.2 Current at Max Power, Imp (A) 5.5 Open Circuit Voltage, Voc (V) 22 Short Circuit Current, Isc (A) 5.92 Number of Cells 36 Maximum System Voltage 600 Volts, Brand Luminous or equivalent quality	Number	2
7	Batteries (12V, 40Ah) Dry , by Brand Name: Fuwei china or equivalent quality	Number	2



8	Batteries (12V, 50Ah) Dry MOQ:200pcs Nominal Capacity: 30-50ah Size: 260mm(L)x172mm(W) x212mm(H) 232 (TH) by Perseus or equivalent quality	Number	2
9	Philips DC Lights 12V or Equivalent	Number	16
10	Bulb Holders Plastic Cap Socket Light (Screw Type) by Zum or equivalent quality	Number	16
11	Bulb Holder Plastic Cap Socket Light (Pin Type) by Zum or equivalent quality	Number	16
12	Phase Tester, Voltage Range 40-700 V, Frequency Range 15-400 Hz, Operating Timer Continuous, Size 124 x 61 x 27 mm Weight 200 g , Error displays, Clear backlit LCD display, Durable rubber casing, brand Fluke or equivalent quality	Number	12
13	Voltmeter, Input range: from ± 1 V to ± 1000 V. Accuracy: about ± 1 percent for a 3-digit digital voltmeter and ± 0.0002 percent for a 6 digit digital voltmeter. o Resolution: 106. Stability: 0.002 of the reading for 24 hours. Input resistance : 10 M Ω . Input capacitance : typically 40 pF by Fluke or equivalent quality	Number	5
14	Ampere Meter Display Mode: Dual 0.28" LED digital display. Update Rate: Approximately 500ms (twice per second) Physical Size: 48 x 29 x 26 mm (L x W x H) Opening Size: 45 x 26 mm (L x W) Supply Voltage: 3.5-30V. Lead Wire Length: 14cm (five wires), Measurement Range (Current): DC 0.00-9.99A Measurement Range (Voltage): DC 0.00- 33.0V Operation Temperature: -10 degrees~65 degrees	Number	5

24

	Measurement Accuracy: \pm (1% + 2words), Brand PCboard.co or equivalent quality		
15	Single Way switches	Number	24
16	Two pin sockets	Number	24
17	Ducts (Casing Capping), cable wire wall cover, Material: PVC brand Yost or equivalent quality	Dozen	1
18	PVC Pipes Thickness: 1.5mm-29.7mm or A customized, Regular Round wire protecting, Color: White, black, gray, Material: PVC, brand Yost or equivalent quality	Number	10
19	Solar Connectors Rated for 30 amps max Rated for 1,000 volts max Rated temperature range: -40 degrees C to +90 degrees C (-40 F to 194 F). Brand Multi- Contact USA or equivalent quality	Number	12
20	Brass Battery Terminal or equivalent quality	Number	12
21	DC Wire 1mm of Pakistan cable or equivalent quality	Bundle	1

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Package 3:

Cloth Shop			
S.No	Item Name	Unit	Quantity per Package
1	Velvet suits digital print/ Super Micro Velvet 9000, two piece- 5 M, width 45 inch Dark blue, Maroon , Bottle green, black, Shocking pink	Number	6
2	Fine quality Marina Suits (printed), Size 5-meter suit length 45-inch width, two piece- purple, green, red, pink, 5 Meters	Number	6
3	Fine quality Linen suits, 3 pieces, for women- Green, brown, pink, 2.5 M, 2.5 M, 2.5 M with 45-inch width	Number	7
4	Fine quality Georgette Suit /3-piece women- black, green, white 2.5 M, 2.5 M, 2.5 M	Number	5
5	Fine quality Cotton printed suit (women) 2 piece- blue, pink, white, 5 M, length 45-inch width	Number	5
6	Fine quality Khader Suit - Multi Colors 2.5 M, 2.5 M ,2.5 M	Number	5
7	Women Peshmina shawl with Aplic work- Multi colors Size 2.5M x 1.5M	Number	5
8	Woolen Pashmina shawls- Multi colors Size 2.5M x 1.5M	Number	5
9	Grace mix cotton cloth blue color 4.5-meter, 45-inch width	Number	5
10	Grace mix cotton white color 5-meter, 45-inch width	Number	5
11	Chadar school uniform primary,(girls) black woolen, 2meter X 1.2meter	Number	5
12	Chadar High school uniform (girls)- black wollen,2.5meterX1.2meter	Number	6

13	Kids cotton/mix cotton suits full sleeves, round and V neck, standard small size – 0 to1 Year, Kids Suits	Number	6
14	Kids cotton/mix cotton suits full sleeves, round and V neck, standard medium size - 2 to 5 Years, Stitched suites	Number	6
15	Printed cotton/mix cotton suits full sleeves, round and V neck, Standard Large size for boys, - Purple, green, red, pink, Stitched suites	Number	6
16	Fancy silk frock for girls with prints to be used for girls of age: 0 to1 Year, Stitched, fancy silk, ajrack cloth, wollen	Number	6

Note: -Delivery of Goods of equivalent Specifications: For any change in the product specification at the time of delivery of Goods, selected vendors will have to submit the sample for verification before the actual delivery. The delivery based on revised specifications will be made subject to approval from UNDP competent authority.

