



Climate Resilience through Horticultural Intervention in Khyber Pakhtunkhwa

REQUEST FOR QUOTATION (RFQ)

REFERENCE NO: PK-NDRMF-326917-GO-RFQ /KP AGRI -

DESCRIPTION: **PROCUREMENT OF OLIVES BUDWOOD**

The Agriculture Extension Department, Government of Khyber Pakhtunkhwa received grant financing from National Disaster Risk Management Fund (NDRMF) under Pakistan Hydromet and Climate Services Project/PHCSP funded by the World Bank. Under the aforesaid grant financing Khyber Pakhtunkhwa Agriculture Extension Department launched a development project titled “**Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa**” and intends to apply part of the proceeds of the grant to payments for “**PROCUREMENT OF OLIVES BUDWOOD**” to be procured under this project. The project development objective is contributed to climate resilience through introduction of olive grafting for efficient utilization of potential arable and cultivable wastelands and to diversify livelihood options for local communities in Khyber Pakhtunkhwa.

The Khyber Pakhtunkhwa Agriculture Extension Department now invites eligible supplier for the supply of Olives Budwood as per attached technical specifications and quantities.

The Request for Quotation, offer and accompanying documents must be received at following address latest by **11th April 2023 at 10:00 a.m.**

The Project Director,
“Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa”,
Office of the Directorate General Agriculture Extension,
Opp. Islamia Colligate Gate University Road, Peshawar
Ph: +92 (91) 9224223
E-Mail: pmu.crthikp@gmail.com

Terms and Conditions:

1. A complete set of RFQ documents, containing specifications of items and detailed terms and conditions may be obtained by interested eligible offerors upon the submission of a written application attached in favour of “**Project Director, Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa**” to the address given below during office hours 0800 Hrs to 1400 hours (Pakistan Standard Time/PST) or Download (free of cost) RFQ Document from the following websites.
2. This Notice and RFQ Document is also available on the websites <https://zarat.kp.gov.pk> ; <http://www.kppra.gov.pk> and <http://devbusiness.un.org>
3. The quoted rates shall include all applicable taxes. The applicable taxes will be deducted from the bills at source or as per the sales tax invoice provided by the firms, if applicable.
4. **CDR/Bank Guarantee @ 2%** of the tender amount shall be submitted in the name of **Project Director, Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa** along with the tenders/quotations.
5. Late Quotations will be rejected.
6. Electronic Quotations shall not be permitted.
7. Sealed Quotation/offers (lot wise) from the offerors should reached to the office of the undersigned by **11th April 2023 at 1000 hour.**



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8. RFQ will be publicly opened on **11th April 2023** at **1100 hours** in the presence of the offerors' who choose to attend and designated representatives at the address below.
9. Successful offerors will submit **10% performance guarantee** as per rules in the shape of **CDR/Bank Guarantee**.
10. The quoted rates shall be inclusive of transportation charges for delivery.
11. At the time the contract is awarded, the purchasers reserve the right to increase or decrease the quantity of goods and related services.
12. Rates will be applicable up-to **30th June 2023**.

1. Quotation(s) should be accompanied by adequate technical documentation complete in all aspects, previous such kind of work orders, company profile and catalogue(s) and other printed material or pertinent information for item quoted, including provision of after sales service facilities in Khyber Pakhtunkhwa. Failure to comply the same would constitute sufficient ground for disqualification of your Quotation.

2. The deadline for receipt of your quotation(s) by the Purchaser at the address indicated in Paragraph-3 is **11th April 2023 at 10:00 a.m.**. Your quotation(s) should be submitted as per the instructions contained in the RFQ. The received quotations will be opened on **same day at 11:00 a.m.** Late Quotations will not be accepted and to be rejected.

3. **Prices:**

The prices should be quoted in Pak Rupees and should be inclusive of all supply charges and admissible taxes prevailing in Sindh and other levies payable by the supplier under the contract till the final/ named place of destination.

4. **Evaluation and Award of Contract:**

Offers determined to be substantially responsive to the eligibility Criteria and 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 that best meets the required standards/ specifications of technical capabilities along with complying/ providing all the requisite information and documentation.

5. **Validity of the Offer:**

Quotation(s) shall be valid for **60 (sixty) days** from the date for receipt of quotation(s).



SECTION-II

Instructions for Preparing Quotations

1. Scope of Procurement:

Invites price quotations for procurement and Supply of Budwood (improved variety of *Olea europaea* L.) as described in the Technical Specifications as mentioned in Section-III. The successful supplier will be expected to complete the delivery of Budwood within due time.

2. Qualification/Eligibility of the Supplier:

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

- a. Goods/Services shall be supplied strictly according to the specifications given in the specification sheet.
- b. The Quotation/Bids must be submitted according to the RFQ and attached specifications.
- c. Conditional quotations will not be acceptable.
- d. Validity of rates should not be less than **30 days** from the date of quotation opening.
- e. Supplier/Authorized dealer have at least **three (03) years** of experience in supplying of the similar goods/services mentioned herein.
- f. The bidder must be authorized distributor/ supplier/ agent for supplying of offered product.
- g. Taxes will be deducted according to government rules.
- h. Quotation must be typewritten.
- i. Incomplete/conditional and overwritten offers will not be considered.
- j. The Budwood must be delivered to Forest Divisions i.e., Bajaur, Dir Lower, Haripur, Orakzai, or any other Project area in Khyber Pakhtunkhwa mentioned by the Department.**
- k. CDR/Bank Guarantee @ 2% of the tender amount shall be submitted in the name of Project Director, Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa along with the tenders/quotations.
- l. Documentary proof of adequate average annual turnover of at least three years with minimum cost of PKRs. 04.000 million.**
- m. Successful offerors will submit 10% performance guarantee as per rules in shape of CDR/Bank Guarantee.
- n. The Prices indicated in the Price Schedule shall be delivered duty paid (DDP). The price of other (incidental) services, if any, may be mentioned separately.
- o. The bidder shall provide on a duly attested Judicial/Stamp paper an Affidavit stating that the dealer/supplier has never been blacklisted by any Provincial Government / Federal Government/semi-government, Organizations, Agencies or Autonomous Body or Private Sector anywhere in Pakistan and that no litigation is under way against them (Stamp paper Rs. 100/-).
- j. The bidder shall provide an undertaking on a judicial stamp paper duly attested by the oath commissioner/ Notary Public that the quoted goods (Olive Budwood) are true to type and strictly according to the specifications, specified in this document (Judicial stamp paper Rs. 100/-).
- k. Authorized dealers/supplier must attach proof/commitment of services in Khyber Pakhtunkhwa Pakistan.**



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- l. Bid price should be in Pak Rupees.
 - m. **The bidder must submit National and Sales Tax Numbers' Certificates and proof of being in active taxpayers list of both kind of taxes, FSC&RD and KPRA.**
 - n. The bidder must have proper Business Location (Shop/Outlet) and telephone facility.
 - o. The Bidders are requested to give their best and final prices.
 - p. The supply/demand of Olive Budwood may be increased or decreased or altered subject to the availability of funds and other constraints.
 - q. This office reserves the right to accept or reject all of the submitted quotations as per World Bank Procurement Regulations for IPF Borrowers, Goods, Works, Non-Consulting and Consulting Services July 2016 Revised November 2017, August 2018, and November 2020.
 - r. Organizational profile, relevant experience, past performance, list of clients, references, completion certificates / work orders / supply orders in the relevant field should be provided.
 - s. The bidder must provide performance satisfactory certificates/ report from the last supplies made.
 - t. The firm shall execute contract / agreement on Rs.100/- stamp paper with the Department to abide by all terms and conditions.
 - u. Budwood source Nursery/Orchard ownership/contract affidavit (Judicial stamp paper Rs. 100/-)
 - v. The firm will also provide the attested photocopy of CNIC of the owner or authorized person dealing with the Department.
 - w. Technical employees and its service, salary, and job agreement record.
 - x. Joint venture agreement record.
- 3. Other Terms and Conditions:**
- a. Payment will be made as per Contract agreement/Purchase Order within maximum of 30 days from the date of receipt of invoice.
 - b. To receive payments, the supplier should be duly registered with GST/KPRA and FBR Tax Authorities
 - c. **Warranty: True to Type Olive Budwood**
 - d. The rates should be inclusive of delivery of goods as per delivery schedule.
- 4. Contents of quotation Documents:**
- The set of proposal documents is comprised of the documents listed below:
- a. Section I Invitation to Quote
 - b. Section II Instruction for Preparing Quotations
 - c. Section III Specifications
 - d. Section IV Form of Quotation
- 5. Documents Comprising the quotation:**
- The Quotations submitted by the Supplier shall comprise the following documents:
- (i) Form of Quotation (*as per sample attached*)
 - (ii) Qualification and Experience Information
 - (i) Copies of taxation documents / registrations.
 - (ii) Is an authorized dealer or manufacturer or producer or grower.



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- (iii) Authorized dealers must attach proof of after sale services.

6. Price Quotation:

The Contract shall be awarded for the whole and/ or specific supplies and shall be based on the unit and total price for fixed unit rate contract. Prices shall be quoted entirely in Pak Rupees. The Supplier shall fill in the rates and prices for all items and/ or specific category of the Supplies described in the specifications. All duties, prevailing taxes in Khyber Pakhtunkhwa and other levies payable by the supplier under the contract till the final/ named place of destination, shall be included in the rates, prices, and total price quotation submitted by the supplier. The rates and prices quoted by the supplier shall be fixed for the duration of the contract and shall not be subject to any adjustment on any account.



SECTION III - SPECIFICATIONS

1- Technical Proposal

This part of the RFQ shall contain complete information relating to technical specifications as mentioned in Technical Specification.

2- Payment Criteria

Payment will be made as per Contract Agreement/Purchase Order.

3- Delivery time

The delivery as per Schedule provided below:-

4- Warranty

As mentioned in Technical Specifications

5- Specifications of Budwood of improved varieties of Olive:

S. No	Description	Specifications	Estimated Qty	Delivery Schedules (from the date of signing of Contract)
1	Olive Budwood (<i>Olea europaea</i> L.)	Specifications: - <ul style="list-style-type: none">- The Budwood should be approved variety should be certified by Federal Seed Certification & Registration Department.- The size/diameter of the Budwood should be of 0.5 to 0.7 cm and kept in suitable media.- Each of the Budwood should be tagged with name of the variety. Warranty: - 30 Days from the date of delivery.	400,000*	15 Days

*The supply / demand of the budwood may be increased, or decreased, or altered subject to availability of funds or other constraints.

- Olive**
(*Olea europaea* L.)
1. Bari – 1
 2. Bari – 2
 3. Arbequina
 4. Arbosana
 5. Coratina
 6. Frantoio
 7. Leccino
 8. Koroniki
 9. Picual
 10. Pendolino
 11. Kalamata
 12. Gamic

All above mentioned varieties are acceptable and department choice amongst them will be final.



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6. Inspection and Tests

The committees shall perform the following inspections and tests:

The successful bidders will deliver the Olive Budwood in moisturized suitable media (not exposed to air and sun) to prevent from failure.

1. The inspection of the delivered Olive budwood will be carried out by the Project Inspection Committee/District Inspection Committee.
2. Committee ensuring the quality and of the delivered budwood as per technical specification noted above.
3. The quality of delivered budwood is to be true to type quality which will be checked, in case of defect, the firm will be responsible for replacement of the unacceptable budwood.



SECTION IV - FORM OF QUOTATION

_____ (Date)

To:

**The Project Director,
“Climate Resilience through Horticultural Interventions in Khyber Pakhtunkhwa”
Office of the Directorate General Agriculture Extension,
Opp. Islamia Colligate Gate University Road, Peshawar.
Ph: +92 (91) 9224223,
E-Mail: pmu.crthikp@gmail.com**

We offer to execute the goods/services of items for the contract of **budwood of improved varieties of olive** in accordance with the Terms & Conditions accompanying this Quotation for the Contract Price of _____ (amount in words and numbers) (_____). We propose to complete the goods/services described in the Contract within the following delivery time from the date of signing of the contract.

Price (inclusive of all taxes) and Schedule for Supply:

S/No	Item Name with detailed Specification	Quantity	Unit Price	Total Price	Delivery Time

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: _____
Name of Supplier: _____
Address: _____
Phone Number: _____
Fax Number, if any: _____