



POF 1262-A  
(INDIGENOUS  
SUPPLIES)

Government of Pakistan  
PAKISTAN ORDNANCE FACTORIES  
TENDER ENQUIRY

To M/s

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Dear Sirs,

Reference : TENDER ENQUIRY NO. 0192/LP/FILL/54

DATED 28-OCT-24

You are requested to submit quotations for the item(s) noted in the Schedule to the Tender. Please note the following instructions for filling the tender:-

**1. SUBMISSION OF TENDER**

- 1.1 Tenders will be opened at **12:00 hours** on **11-DEC-24** at Bid Centre adjacent to Rabita Hall, POF Wah Cantt. Quotation must be submitted electronically on [www.ebidding.pof.gov.pk](http://www.ebidding.pof.gov.pk) as well as in hard form (duly sealed in envelope) before 30 minutes of opening time. The tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring a letter of authority from you.

Tender Enquiry No: 0192/LP/FILL/54

Tender to be opened on: 11-DEC-24

Address as follows:-

([www.ebidding.pof.gov.pk](http://www.ebidding.pof.gov.pk)) BID CENTER

ADJACENT TO RABITA HALL

POFs, WAH CANTT.

**2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS**

- 2.1 **For Materials**, the prices should be filled in column 5 and delivery date in column 7 of the schedule to this Tender Enquiry. As per **PPRA Rule 36(b)**, **Single Stage two envelope method** will be utilized for "Open competitive bidding." Moreover, technical & commercial evaluation of Bids will be carried out strictly as per PPRA rules and contract(s) will be awarded to the most advantageous bidder(s).
- 2.2 **For Plant and Machinery**, you are required to quote in two parts:-  
**Part I "Technical Offer"**: It should exclusively give technical details and literatures/brochures of the offered plant, machinery and equipment; validity date; delivery schedule; and signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc.

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**Part II "Commercial Offer":** It should indicate the commercial terms e.g. price, terms of payment, mode of payment, mode of supply.

- 2.3 The quotation must remain valid for, at least 90 days from the date of opening of commercial tenders, extendable if so desired.
- 2.4 The quotation should hold good for any reduced or enhanced quantities without notice.
- 2.5 In the event of non-acceptance of offer, intimation may be given to the Tenderers on their request.
- 2.6 Conditional offers or alternative offers are likely to be ignored.
- 2.7 Quotations should be based on:-

F.O.R. station of dispatch basis, i.e. delivered free on rail, inclusive of packing and forwarding charges. The stores will be booked under Military Credit Note, to be provided by the purchaser.

and/or

Free delivery at POF's stores at **WAH CANTT**  
In this case Octroi duty, will be payable by the supplier.

- 2.8 Taxes and Duties etc. where applicable, must be shown separately, quoting references to Registration No. in cases of Sales Tax and relevant authority in the case of others. Offers without these clarifications and inclusive of Taxes and Duties may be ignored.
- 2.9 Taxes and duties levied on or after Tender opening date or on or after the date offer was signed and dispatched will be allowed to include in the offered rates.
- 2.10 "Suppliers will furnish a certificate, issued by Excise & Taxation deptt., that he has cleared all Professional Tax payable by him" offers received without this certificate will be rejected.
- 2.11 Suppliers will render necessary information regarding hazardous effects on environment, of the material/products supplied by them, in their quotations and shipping/dispatch documents.
- 2.12 If the requisite information is not furnished on the T.E forms or offer received is not conformity with the requirement of the T.E such offer shall be ignored.

### **3. INSPECTION**

- 3.1 Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the Suppliers in accordance with the relevant specifications.
- 3.2 Where considered necessary by the Purchaser, stores may be obtained on Warranty/Guarantee subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the Supplier at his own expense, within a specified time.

**4. TENDER FEE**

The tender must be accompanied by a copy of non-refundable fee by means of a crossed postal order/pay order for Rs. 500/- in favour of: **Director-Admin-POFs, Wah Cantt.** The tender fee instrument in original must be provided on day/date of tender opening in the Bid Center.

**4.1 TENDER SAMPLE**

Where required, offer must accompany tender sample., strictly according to the description and specification given in Tender Enquiry. Offer not accompanied by tender sample will NOT be entertained excepting the established and reputable firms who have either previously satisfactorily supplied the same or similar stores or have submitted an acceptable sample thereof against previous T.E.

**5. BID Security**

5.1 A copy of Bid Security should accompany the tender in shape of deposit at call receipt/Pay Order/Banker Cheque from scheduled bank drawn in favour of :-

**GM PP&C FILL**

5.2 Bid security instrument in original must be provided on the day/date of tender opening in the Bid Center as under:

- a. Registered/indexed firms including foreign firms - 2% of quoted value subject to the maximum ceiling of Rs. 0.5 Mn.
- b. Registered/un-indexed firms including foreign firms - 3% of quoted value subject to the maximum ceiling of Rs. 0.75 Mn.
- c. Unregistered Firms including foreign firms - 5% of quoted value subject to the maximum ceiling of Rs. 1.00 Mn.
- d. Govt organization/production units/state owned enterprises/welfare projects of Svcs HQ - Rs 0.50 M. can be waived off on request by DG(C)
- e. Bid money will be returned to unsuccessful (less first three lowest quotee firms) bidders on opening of commercial offers
- f. Bid money will be returned to successful bidders on submission of performance bond/unconditional B.G.
- g. Quotation accompanied with less bid money will be accepted on provisional basis for 10 x days after opening of bids. However the firms are bound to provide/furnish the balance bid money within 10 x days after opening of bid otherwise such quotations will be ignored or rejected
- h. Offers received without Bid Security will not be entertained.
- i. Bid money will be forfeited in case the quotation is withdrawn before the expiry of its validity date.

**6. ACCEPTANCE OF OFFERS**

6.1 POF may reject all bids or proposals at any time prior to the acceptance of bid(s) or proposal, but is not required to justify grounds for its rejection. POF shall incur no liability towards supplier or contractor who have submitted bids or proposals.

**6.2 PERFORMANCE BOND**

- (a) The successful bidders shall provide performance bond which shall not exceed 10% of contract value, in the form of Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee on a prescribed format. The performance Bond will be in favour of C.M.A.(POF) Wah Cantt. It will be returned on satisfactory completion of contract.
- (b) If the Supplier fails to furnish the Performance Bond within the specified time, such failure will constitute a breach of the contract and the Purchaser shall be entitled to make other arrangements for purchase of the stores at the risk and expense of the Supplier.

6.3 Performance Bond from State owned organizations may be waived off at the discretion of the Purchaser.

**6.4 FAILURE TO SUPPLY THE STORES**

All deliveries must be completed by the specified date. In case of failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise, he will be entitled, at his discretion, to cancel the contract; and/or claim liquidated damages upto 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value of the particular stores which remained unsupplied either in part or in full: or, to purchase from elsewhere, the unsupplied stores at the risk and cost of the supplier.

**6.5 PAYMENT**

Payment will be made by the CMA(POF) through crossed cheque on receipt/ acceptance of stores on our prescribed bill form supported by receipt voucher on part/full supply basis.

(a) Payment of duties/Taxes including professional tax (where applicable) must be supported by proof of having paid these to concerned Govt. Taxation Deptt.

**7. SECURITY OF INFORMATION**

The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorised in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, along with the specifications, drawings etc. if any, enclosed herewith - even if you are unable to quote.

**WARNING** In case the firm abstain from making offers or fail to return/acknowledge the tender form by the specified date on three consecutive occasions, no further tender enquiry may be issued to them and their names would liable to removed from the approved list.

Yours faithfully

**SUMAIRA YAMIN**  
**MANAGER PURCHASE FILL**  
for PAKISTAN ORDNANCE FACTORIES

## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0192/LP/FILL/5428-OCT-24**(1) FOR MATERIALS**

(1)	(2)	(3)	(4)	(5)	(6)		(7)
Item No.	Description with Specs. etc.	Unit	Qty	Quoted Value	Price Per Unit FOR or free delivery		Delivery Date
					In Figures	In Words	

1	ANIMAL GLUE IN POWDER FORM. SPEC NO. BS-745 + 0.25% SANTOBRITE.	KG	2900				IMMEDIATE
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<b>Total Rs =</b>	
<b>+ GST =</b>	
<b>Total value Rs =</b>	

(2) For Plant & Machinery:  
Specification:-

**(3) Special Conditions**

- (1) Required Delivery period: 03 Months after placement of contract.
- (2) Inspection of store will be carried out by Director QA POF Wah Cantt and 05% Super check by user section.
- (3) Firms registered with Sales Tax and Income Departments who are on Active Taxpayers List (ATL) of FBR are eligible to participate in the bid. Documentary proof of the same must be attached with the bid.
- (4) Participating firms must confirm TE spec. parameters
- (5) The tender received without electronic means will not be entertained. You may witness the opening of tender if you so desire. If a representative is deputed, he should bring a letter of authority.
- (6) Hard copy of both technical & financial quotations must also be reached to Bid Centre before tender opening. Photocopy of bid money hiding the amount must be accompanied with technical quotation.
- (7) Validity period will be considered after opening of commercial offer.
- (8) Quotation must remain valid at least for 90 days from date of commercial opening and should hold good for any reduced or enhanced quantity.
- (9) Photocopy of NTN & PTC Certificate duly attested by Gazetted Class-I Officer must be attached with the bid.
- (10) Participating firms should have not defaulted in any contract with POF or any other govt. organization.
- (11) Bids will be opened as per PPRA Rule 36 (b) "Single Stage-Two Envelope Procedure" in which the bid shall comprise of two separate envelopes: Technical proposal and commercial proposal. Initially only Technical Offer will be opened.
- (12) Price escalation clause is not allowed. No fax or e-mail offer will be accepted.
- (13) Supplier must accept all the terms and conditions embodied in the form POF 1281 (General conditions of contract) and in T.E general instructions Performa form POF 1262 A (indigenous supplies).
- (14) Rates and sales Tax must be shown separately otherwise rate will be considered inclusive of G.S.T.
- (15) Please clearly confirm our specs / drawing. Conditional or alternative offers are likely to be ignored.
- (16) The store must be protected adequately and appropriately against damages from environmental effects, water or other substances during journey/transportation to withstand the rough handling involved in the transit and provide preservation of store while held in the storage by the supplier.
- (17) Any quantity of store, if found defective functionally will essentially be replaced by the supplier free of cost under his own arrangements.
- (18) The firm will furnish warranty/ Guarantee for 01 year.
- (19) Material Safety Data Sheet (MSDS) may be provided at the time of supply.

PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0192/LP/FILL/54

28-OCT-24

(1)	(2)	(3)	(4)	(5)	(6)		(7)
Item No.	Description with Specs. etc.	Unit	Qty	Quoted Value	Price Per Unit FOR or free delivery		Delivery Date
					In Figures	In Words	

**Undertaking**

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of General Conditions of Contract embodied in Form POF 1281, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and POF will have the right to purchase the stores/services elsewhere at our risk and cost.

Place \_\_\_\_\_  
 Date \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature of the Tenderer \_\_\_\_\_  
 Name \_\_\_\_\_  
 Position \_\_\_\_\_  
 Address \_\_\_\_\_  
 Income Tax G.I.R. No \_\_\_\_\_  
 Official Stamp \_\_\_\_\_

## CONTRIBUTING ORGANIZATIONS

The Adhesive Manufacturers' Standards Committee, under whose supervision this British Standard was prepared, consists of representatives from the following Government departments and scientific and industrial organizations:

- Adhesive Manufacturers' Association
- Association of British Plywood and Veneer Manufacturers
- Board of Trade
- \*British Furniture Manufacturers' Federated Associations
- British Paper Bag Federation
- British Plastics Federation
- British Woodwork Manufacturers' Association
- \*Federation of Gelatine and Glue Manufacturers
- \*Gelatine and Glue Research Association
- \*Ministry of Defence, Army Department
- Ministry of Technology
- \*Ministry of Technology—Forest Products Research Laboratory
- P.I.R.A.
- Royal Institute of British Architects
- Wallpaper Manufacturers Limited

The Government departments and scientific and industrial organizations marked with an asterisk in the above list, together with the following, were directly represented on the Committee entrusted with the preparation of this British Standard:

- British Paper and Board Makers' Association (Incorporated)
- Coated Abrasives Manufacturers' Association
- Greater London Council
- Ministry of Defence, Navy Department
- Technical Section of the British Paper Board Makers' Association

**BRITISH STANDARD SPECIFICATION FOR  
ANIMAL GLUE FOR WOOD  
(JOINER'S GLUE)  
(DRY GLUE; JELLY OR LIQUID GLUE)**

**FOREWORD**

This British Standard applies to animal glue for general wood-working, e.g. joining and veneering. The specification is intended to ensure that the glue is capable of making joints that will be strong and, under dry conditions, permanent. In certain applications, e.g. when glue is used in a mechanical spreader, additional properties may also be relevant, such as the viscosity, foam, and melting point of the glue solution. Test methods for these properties and others specified in this standard are given in BS 647\*.

Differences in presentation in this revision include the adoption of the point numbering system for identifying clauses and subclauses. The opportunity has also been taken to use metric units throughout.

**SPECIFICATION**

**1. SCOPE**

**1.1 SCOPE**

This British Standard specifies characteristics of animal glue for wood (joiner's glue) in dry and jelly or liquid form to facilitate assessment of its quality.

**2. SPECIFICATION FOR DRY GLUE**

**2.1 DESCRIPTION**

The glue shall be prepared from skin or bone material, and shall be of such a nature as not to cause harm and discomfort in normal use. It shall be supplied in the form of sheet, cake, granules, pearls, cubes, flakes or powder, or in a kibbled form, as called for in the contract.

**2.2 OVERLAP JOINT STRENGTH IN LONGITUDINAL SHEAR**

The mean failing load of five test specimens prepared and tested by the method described in BS 647 : 1969\*, Method 17, shall be not less than 2.65 kN (270 kgf).

\* BS 647, 'Methods of sampling and testing glues (bone, skin and fish glues)'.



### 2.3 MOISTURE CONTENT

The moisture content of the glue shall not be more than 18 %, when determined by the method described in BS 647 : 1969\*, Method 4.

### 2.4 CHLORIDES

The chloride content of the glue shall not exceed 2 %, calculated as sodium chloride, when determined by the method described in BS 647 : 1969\*, Method 16.

### 2.5 pH

The pH of the glue shall be not lower than 4.0, nor higher than 8.2, when determined by the method described in BS 647 : 1969\*, Method 12.

### 2.6 ODOUR

The odour of a freshly prepared hot solution of the glue shall not be objectionable.

### 2.7 KEEPING QUALITY

When tested by the method described in BS 647 : 1969\*, Method 11, the glue shall keep not less than six days without evidence of liquefaction, putrefaction or mould growth.

### 2.8 STORAGE PROPERTIES

The glue powder shall retain all properties specified in 2.2 to 2.6 inclusive for at least twelve months from the date of manufacture, when stored in a cool dry place.

### 2.9 INSTRUCTIONS FOR USE

The manufacturer shall state in his instructions the method of preparing the glue for use.

## 3. SPECIFICATION FOR JELLY OR LIQUID GLUE

### 3.1 DESCRIPTION

The glue shall be prepared from skin, bone or fish material and shall be in the form of a jelly or viscous liquid, which, at the temperature stated by the manufacturer, shall either by itself, or diluted with water, be of a satisfactory consistency free from objectionable odour and ready for use. It shall be of such a nature as not to cause harm or discomfort in normal use.

\* BS 647, 'Methods of sampling and testing glues (bone, skin and fish glues)'.  
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### 3.2 OVERLAP JOINT STRENGTH IN LONGITUDINAL SHEAR

The mean failing load of five test specimens prepared and tested by the method described in BS 647 : 1969\*, Method 17, shall be not less than 2.65 kN (270 kgf).

### 3.3 pH

The pH of the glue shall be not lower than 4.0, nor higher than 8.2, when determined by the method described in BS 647 : 1969\*, Method 12.

### 3.4 STORAGE PROPERTIES

The period during which the glue shall retain all the specified properties shall be the subject of agreement between the manufacturer and purchaser.

### 3.5 INSTRUCTIONS FOR USE

The manufacturer shall state in his instructions the method of preparing the glue for use.

NOTE. The mark BS 745 on or in relation to the product is a claim by the manufacturer that it complies with the requirements of the standard.

The British Standards Institution is the owner of a registered certification trade mark. This is shown below, enclosed in the words 'Approved to British Standard'. This mark can be used only by manufacturers licensed under the certification mark scheme operated by BSI. The presence of this mark on or in relation to a product is an assurance that the goods have been produced to comply with the requirements of the British Standard under a system of supervision, control and testing operated during manufacture and including periodical inspection at the manufacturer's works in accordance with the certification mark scheme of BSI.

Further particulars of the terms of licence may be obtained from the Director General, British Standards Institution, 2 Park Street, London, W.1.



\* BS 647, 'Methods of sampling and testing glues (bone, skin and fish glues)'.