



LOCAL SHOPPING

REQUEST FOR QUOTATION (RFQ)

Project Title: PUNJAB IRRIGATED-AGRICULTURE PRODUCTIVITY IMPROVEMENT PROJECT (PIPIP)

Source of Funding: The WORLD BANK

The Directorate, Water Management Training Institute intends to hire services of Production House for preparation of documentary (5-6 minutes) for coverage of all activities being carried out in entire Punjab by Water Management Wing of Agriculture Department under Punjab irrigated Agriculture Productivity Improvement Project (PIPIP). It is requested to furnish your offer/quotation alongwith details of equipment/ logistics (camera, editing system, detail of voice over studio, boarding & lodging, transportation etc.) be used for documentary by 29-03-2018 till 1100 hrs.

SPECIAL INSTRUCTIONS

2. Bid shall be include name and experience of every team member
3. Work order shall be awarded to the firm offering the lowest evaluated price.
4. Your sealed price quotation in original addressed to Director, Water Management Training Institute should be delivered on the following address:

OFFICE ADDRESS: Directorate Water Management Training Institute, Thokar Niaz Baig, Lahore

Telephone 042-99233577

E-mail wmtilhr@gmail.com

(Note: Quotations sent through E-mail will not be entertained)

5. Your quotation in English language should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English language) for the item quoted above, including names and addresses of firm's staff to be involved.
6. The deadline for receipt of your quotation (s) by the hiring agency at the address indicated in Paragraph 1 is 29-03-2018 till 1100 hrs.
7. Your quotation(s) should be submitted as per following instructions:
 - (i) PRICES: The prices should be quoted for supply/ delivery of product to Director Water Management Training Institute, Thokar Niaz Baig, Lahore . Prices shall be quoted in Pak Rs. inclusive of all applicable taxes.
 - (ii) EVALUATION OF QUOTATIONS: Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the hiring agency will determine the evaluation price for each proposal by adjusting the price quotation to correct any arithmetical errors as follows:
 - (a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - (b) Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;

(c) If a Supplier refuses to accept the correction, his quotation will be rejected.

In addition to the quoted price, the evaluated price shall include Value Added Tax (VAT) in Pakistan (in case of any exemption the firm will provide documentary evidence)

(iii) AWARD OF WORK: The work order will be issued to the bidder offering the lowest evaluated price and that meets the required standards of technical and financial capabilities.

(iv) VALIDITY OF THE OFFER: Your quotation(s) should be valid for a period of forty five (45) days from the deadline for receipt of quotation(s) indicated in Paragraph 6 of this Request for Quotation.

8. Further information can be obtained from hiring agency as described in Para-4.
9. The Purchaser intends to apply for funds from the World Bank for eligible payments under the Purchase Order resulting from this RFQ.
10. Under World Bank Anticorruption Policy, bidders shall observe the higher standard of ethics during the procurement and execution of such contracts. World Bank will reject a proposal for award, and will impose sanctions on parties involved, if it determines that the bidder recommended for award or any other party, has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, the Contract.
11. Incomplete offer and offer received after the notified date & time or offer not fulfilling terms & conditions of the tender will straightaway be ignored/rejected/not entertained.
12. The firms are required to quote one offer.
13. The hiring agency reserves the right to hire full or part of the store or ignore/scrap/cancel the quotation with assigning reasons/justifications.
14. The deduction of all relevant taxes would be applicable.
15. The payment will be directly made to the firm through a cross cheque via Accountant General Office after receipt of bill/invoice.



DIRECTOR (WMTI)