



THE URBAN UNIT

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.

A Public Sector Company.

URBAN SECTOR PLANNING & MANAGEMENT SERVICES UNIT (PRIVATE) LIMITED



TENDER DOCUMENT HIRING OF HORTICULTURE SERVICES

(Single Stage One Envelope)

(Note: Procurement is done by Urban Unit in line with PPRA Rules 2014)

Tender # UU/2017-18/

Tender Document Price Rs:1,000/-
(One Thousand Only)

Sign & Stamp of bidder



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Signature

Sign & Stamp of bidder



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Urban Sector Planning & Management Services Unit (Pvt.) Ltd.

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TERMS & CONDITIONS

Urban Sector Planning & Management Services Unit (Pvt.) Limited (*hereinafter referred to as "The Urban Unit" or Client*) invites sealed bids from eligible and experienced income tax & sales tax/PRA registered firms / companies (*hereinafter referred to as "Bidder"*) for the specified services detailed at Annex-A (*hereinafter referred to as "services"*).

1. General:

- 1.1 Any offer not received as per terms & conditions of the tender enquiry is liable to be ignored. No offer shall be considered if:
 - a) received without bid security
 - b) it is received after the time and date fixed for its receipt
 - c) not signed & stamped by authorized person on each page of tender document
 - d) the offer is ambiguous
 - e) the offer is received by fax or e-mail
 - f) the offer is from a black listed firm
 - g) offer received with shorter validity than required
 - h) the offer is not conforming to specifications indicated in the tender documents
 - i) any additional terms & conditions added by the bidder
 - j) any conditional offer
 - k) Sample chair is not submitted with the bid
- 1.2 Only Income & Sales tax / PRA registered firms / companies are eligible to participate in the tender.
- 1.3 Bid will remain valid for a period of 90 days from the date of opening the tender. No change in price will be made in case of Pak rupees variation against US\$ and any other case as may be.
- 1.4 The cover envelop must indicate particulars of tender and date of opening. The envelope must be properly sealed.
- 1.5 Bidders may participate for complete items at Annex-A. Partial bidding is not allowed.
- 1.6 Work Order(s) will be placed to the lowest bidder(s) as per detailed at Annex-A.
- 1.7 The bidder must indicate their National Income Tax No. / Sales Tax/PRA registration number.
- 1.8 Offered rates will be on the basis of provision of services at The Urban Unit offices located at Shaheen Complex, Egerton Road, Lahore Town hall, Mall Road, Lahore and Al-Jazri Academy, Township, Lahore as detailed at Annex-A and shall be inclusive of all taxes.
- 1.9 Work order(s) will be issued by The Urban Unit after the approval of Competent Authority i.e. Chief Executive Officer of The Urban Unit.
- 1.10 The Urban Unit may increase or decrease the ordered quantity under Punjab Procurement Rules 2014.

2. Time Period:

The bidder will have to provide the services for 12 months from the date of issuance of work/purchase order (which may be extended with mutual consent).

3. Extension of Delivery period:

- 3.1 In special circumstances, request for extension of delivery period may be considered by the Competent Authority on the written request of the firm before

Sign & Stamp of bidder