



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



REQUEST FOR QUOTATIONS

FOR

PROCUREMENT OF VEHICLES SPARE PARTS

CLOSING DATE:	11:00 p.m. 20-12-22
OPENING OF BIDS:	11:30 p.m. 20-12-22



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



Invitation to bids

1. Gilgit-Baltistan Rural Support Programme is a Government Entity registered under section 42 of the companies ordinance (Companies Act, 2017), as a not-for-profit Company established by the Government of the Gilgit-Baltistan in year 2012.
2. Sealed proposals are invited from experienced and tax registered Authorized Dealers (**Toyota, Honda, Suzuki, KIA and Mitsubishi**) (hereafter called as bidders) fulfilling the criteria provided under the heading "Prequalification Criteria", for the prequalification of Suppliers for supply of Spare Parts of GBRSP's official vehicles for year 2022-23 (extendable up to 3 years depending on quality of service/parts and budget).
3. Bidding documents, containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification / rejection of bids, performance guarantee etc. are available for the interested bidders at (1-GBRSP head Office, street No. 02, Noor Colony, near Oasis Hotel, Jutial, Gilgit. 2- GBRSP Core Office near CM House Chinaar Bagh, Gilgit.) at the price of the bidding documents is {Rs 500/-, as per Rule 23(5) of Public Procurement Rules, 2004}. Bidding documents can also be obtained from www.gbrsp.org.pk
4. The bids, prepared in accordance with the instructions in the bidding documents, must reach at (GBRSP head Office, street No. 02, Noor Colony, near Oasis Hotel, Jutial, Gilgit. 2- GBRSP Core Office near CM House Chinaar Bagh, Gilgit) on **20th December, 2022** till 11:00 hrs . Bids will be opened the same day at (11:30) . This advertisement is also available on PPRA website at www.ppra.org.pk.

Programme Manager

GBRSP Core Office near CM House Chinaar Bagh, Gilgit.

Phone No: 05811-920680/05811-922478



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



INSTRUCTIONS FOR PREPARATION AND SUBMISSION OF THE PREQUALIFICATION DOCUMENTS

1. The applicants must fill all the annexed forms of this pre-qualification document and attach supporting documents, where required.
2. The applicants may provide their company profiles if available.
3. Successful applicants shall be Pre-qualified for a period of three-years, effective from the date of pre-qualification.
4. The Quotations will be invited from Pre-Qualified authorized dealers (Toyota, Honda, KIA, Suzuki and Mitsubishi) for the 'Provision of Spares for Vehicles of GBRSP'.
5. The Bidders/ Applicants will apply separately for various types of Vehicles (as mentioned above) used by GBRSP.
6. The payment will be made within thirty (30) days after submission of Invoice.
7. The delivery shall be made by the contractor on the receipt of Purchase Order.
8. Incomplete applications, those received after closing date and time, will not be entertained.
9. GBRSP reserves the right to reject all applications for Pre-Qualification at any time prior to the acceptance of Application.
10. GBRSP reserves the right to annul the Pre-Qualification of authorized dealers at any time.
11. The applicants who provides false information will be rejected/ disqualified.
12. GBRSP employees (Officials/ Officers) as well as their blood relatives are not eligible to participate for the prequalification.
13. Enlistment fee amounting to Rs. 1,000/- (Non-refundable) must be submitted in the form of cross cheque by pre-qualified bidders within thirty days of announcement of pre-qualification, failing to which the bidder/s will be disqualified.

STAMP OF BIDDER	SIGNATURE
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GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



EVALUATION CRITERIA

The authorized dealers shall be evaluated on the below mentioned criteria: -

1. Legal Status of Applicant (authorized dealers only)
 - a. **For Companies:** Attach Certificate of Incorporation duly issued by SECP or RJSC/ or local body
 - OR**
 - b. **For Sole Proprietorship:** Attach Copy of CNIC and an Affidavit/ Undertaking on Non - Judicial E-Stamp Paper of Rs. 100 (sample attached as annexure-A)
 - OR**
 - c. **For Partnership Firm/Association of Persons:** Attach Certified copy of Partnership deed and Form C duly issued by Registrar of Firms.
- d. **Authorized dealership** of spare parts certificate from concerned Automobile Company (must be attached).
2. Registration with Income Tax Authorities. NTN Certificate and STRN to be attached (GB based applicants are exempted).
3. The bidder shall give an undertaking on Rs. 100/- non-judicial E-Stamp Paper confirming the specification of goods, availability of required / Items/ Services and delivery on the defined times lines as mentioned in the Purchase Order (sample attached as annexure –B)
4. Statement of the bidder's bank account duly issued and certified by the bank for the period of last six months. The bank statement must have an average transaction of minimum Rs 150,000/- per month (credit or debit). A bidder who do not have required average monthly transactions can submit an unutilized credit facility of same amount.
5. Proof of relevant experience for the provision of similar nature goods/items/services to public or private firms at any time during last 02 years (15 proofs of experience must be attached).
6. All parts must be brand new and in original manufacturers packing.



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



7. A certificate must be given by the bidders that the spare parts/stores shall be genuine, brand new and in the original packing of the manufacturer.
8. A certificate must be given by the bidders that he will be responsible for free replacement of item/parts if not found suitable for the engine, machinery or its ancillary equipment or demand.
9. Affidavit/ undertaking for correctness of information, declaration of non-involvement in litigation/ blacklisting to be provided on non-judicial E-stamp paper of Rs. 100 (sample attached as annexure –C).



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



LIST OF VEHICLES

1. TOYOTA
 - I. Toyota Hilux 4x4(model year 1988 to 2003)
 - II. Toyota Hilux 4x2 (Model year 1998 to 2003)
 - III. Toyota Corolla GLE (model year 2017)
 - IV. Toyota Land Cruiser RKR Jeep (model year 1991)
 - V. Toyota VIGO (model year 2007)
 - VI. Toyota Prado TX (model year 2004)
 - VII. Prado 5 door 1KZ engine (model year 1994)
2. HONDA
 - I. Honda BR-V M/T 1.5 (model year 2018)
 - II. Honda BR-V-I VTEC-S 1.5-(model year 2018)
3. SUZUKI
 - I. Suzuki Potohar Jeep (model year 1992-2003)
4. MITSUBISHI
 - I. Mitsubishi Pajero (model year 1984-88)
5. KIA
 - I. KIA Sorento 4wd (model year 2022)



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



INTRODUCTION OF AUTHORIZED DEALERS

Name of Bidder_____

Business Address:_____

Name of Focal Person:_____

Authorized Dealer of (tick one): 1. Toyota 2. Honda 3. Suzuki 4. Mitsubishi 5. KIA

Contact No:_____

STAMP OF BIDDER	SIGNATURE

Email Address:_____



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REGISTRATION WITH TAX AUTHORITIES

National Tax Registration No: _____ (Attach copy of certificate)

Date of Registration: _____

STRN _____ (Attach copy of certificate)

Date of Registration: _____

STAMP OF BIDDER	SIGNATURE



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LIST OF MAJOR CLIENTS

S.NO.	MAJOR CLIENT/PURCHASER	NAME OF ASSIGNMENT	COST OF ASSIGNMENT	DURATION	STATUS COMPLETED/ ONGOING
1.					
2.					
3.					
4.					
5.					
6.					



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



7.					
8.					
9.					
10.					



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



DECLARATION

1, _____, the undersigned, hereby solemnly that;

1. All the provided information is true and complete
2. All the documents are true copies of original
3. Any concealment of information/ details mentioned above, or misrepresentation of facts/ documents will result in disqualification & the client reserves the right to take legal action against the applicant
4. In case of incomplete information, the application will not be considered any further
5. Only successful firms/ applicants in Pre-Qualification shall be informed in writing and shall be entitled to participate in the subsequent procurement proceedings with the client (GBRSP)
6. Successful Application shall be Pre-qualified for the period of one-year

STAMP	SIGNATURE



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



AFFIDAVIT FOR DELIVERY IN TIME

This is to certify that we shall comply with the specifications, conditions and ensure availability of required items on the defined time lines as mentioned in Terms of Reference/Technical Specifications given in the provided documents.

The undersigned hereby authorize and request the bank, person, firm or corporation to furnish any additional information requested by **Gilgit Baltistan Rural Support Programme (GBRSP)** deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of GBRSP.

GBRSP, undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the firm

Title of Officer: _____

Name of Firm: _____

Date: _____



GILGIT BALTISTAN RURAL SUPPORT PROGRAMME



AFFIDAVIT FOR CORRECTNESS OF INFORMATION

AND

DECLARATION FOR NON-INVOLVEMENT IN ANY LITIGATION/BLACKLISTING

(To be printed on PKR 100 E-Stamp Paper)

Name of Firm: _____

I/we, the undersigned, do hereby certify that all the statements made in the Forms and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Purchaser, at any time, deems it necessary.

I/we hereby further declare that we are not involved in any litigation / arbitration / black listing by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan. The undersigned hereby authorize and request the bank, person, firm or corporation to furnish any additional information requested by **Gilgit Baltistan Rural Support Programme (GBRSP)** deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of GBRSP. GBRSP, undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the firm

Title of Officer: _____

Name of Firm: _____



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Date: _____