



Bid Document for Procurement of Automated fruit Jam making Machinery

Purchaser: Hunza Foods Processing Company Pvt Ltd.(HFPC)
District: Gilgit
Region: Gilgit
Work Type: Providing of Automated fruit Jam making Machinery and
Installation at Rahim Abad Gilgit.
Date of Issue: 05-11-2025
Date of Submission: 20-11-2025
Time of Submission: 11:00 AM
Date of Tender Opening: 20-11-2025
Time of Tender Opening: 11:30 AM

Venue of Tender Opening: Hunza Foods Processing Company Pvt Ltd.
Head Office Rahim Abad Gilgit (03418814251)



**Hunza Foods Processing Company Pvt Ltd.
District Gilgit**

SECTION-I

The Hunza Foods Processing Company Pvt Ltd. wishes to receive bids for the Providing of Automated fruit Jam making Machinery and Installation at Rahim Abad Gilgit.

1.0 INSTRUCTIONS TO BIDDERS

1.1 Preparation of Bids

- a) All bids shall be prepared in English and submitted on “single stage – One envelope procedure”.
 - (i) The bid shall comprise a single package containing One envelope for both the **Technical and Financial Proposals**.
 - (ii) The envelope shall be marked as confidential and must be sealed.
 - (iii) Conditional bids will be rejected.
- b) The **Technical Bid** shall comprise of:
 - (i) Proof of Manufacturing such as certificate/license or brochures, manuals, and other related catalogs etc..
 - (ii) Manufacturer should possess Pakistan Standard Quality Certification Authority (PSQCA) or certification from any other recognized Quality Certifications body (Attach Certificate).
 - (iii) Proof of Experience for supply/providing and installation of machinery. (Completion certificates must be Attached)
 - (iv) The Manufacturer shall ensure delivery of machinery at site within 60 Days after the date of signing of contract. (Letter of undertaking from Supplier for the supply of machinery not more than 60 days should be attached).

Note:

The technical bids will be evaluated as per the above four criteria of this tender document. If any of the required technical documents are found missing/not attached, then the bid(s) shall be treated as disqualified.



c) The **Financial Bid** shall comprise of the following: -

(i) Bidders shall quote their rates as per below table-1

S.No	Description	Units	Total Amount (PKR)
1	Jam filling machine.(Filling and capping; filler made of stainless steel ss304 with control panel 400 bottles per hr production capacity) 2 nozzles automatic and conveyor 24 foot and gear set automatic	1	
2	Jam bottle labeling automatic machine. Fully automatic labeling system for jam bottles with control panel stainless steel ss 304 (400 bottles per hr production capacity)	1	
3	Date printing automatic machine Computerize coding/printing for date and batch information (800 bottles per hr)	1	
4	Vacuum kettle Vacuum Kettle 1000Ltr, Vacuum pump 1740 rpm, vacuum tank stainless steel, temperature control meter, water in out pipes mixture fan and mixture motor 1.5 hp, pressure meter attached, pulp sucking pipe, jam extraction pipe, filler tank, moisture converter into liquid, iron cooking kettle frame with safety guards 8*8, pressure ;40-50 psi, SS 304, 6 mm bottom double jacket; With flinch table; 6 mm level glass with gear box (500kg jam in per hour)	1	
5	Steam Generator Turbo fan for stove1 ton imported, steam control valves with attached pipes, electric control panel, water drain valves, connection pipes from steam generator to cooking kettle, water control valves	1	



	pressure; 100 psi Double jacket (inner 3 mm, SS 304 grade; outer 2 mm); Gear box with agitator		
Grand Total			

Note:

Bidders must quote all listed items. Partial bids shall be deemed non-responsive. The contract shall be awarded on grand total basis to the lowest evaluated responsive bidder.

d) **Bid Security**

Supplier will attach 2% of his quoted bid amount as Bid Security for participation in Bid. The bid security shall be in the name of **Hunza foods processing company Pvt ltd.**

2. General Instructions

- a. 4Ps Procurement committee with the assistance of facilitation committee hold rights to reject a proposal/quotation if it determines that the Supplier has engaged in any prohibited and illegal practices.
- b. The bidders shall bear all costs associated with the preparation and submission of their respective bids and the HFPC shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- c. The bidders are to assess all information that may be necessary for preparing the bid and entering a contract. All cost in this respect shall be at the bidder's own expense.
- d. No damaged machines shall be accepted. All machines including accessories will be handed over to HFPC at the venue mentioned above and keeping of handing/ taking records duly signed by the MD of 4Ps and supplier.
- e. Bids for the said supply must be submitted in sealed envelopes marked with the name of supply not later than **20/11/2025 at 11:00 AM.**
- f. Bids will be opened on the same date **20/11/2025 at 11:30 AM**, in the presence of bidders or their representatives.
- g. If the bidder fails to supply the machines as per agreed timelines, a penalty shall be imposed against the supplier @ 0.1% of the total contract amount (per day) for each day of delay up to one month. After one month of the delay period if the supplier still fails to complete the supplies and installation, the Contract shall



be terminated, and his bid security will be forfeited along with the recommendation to ETI-GB for backlisting.

- h. Payments will be made on satisfactory supply of machines and installation at the designated site and submission of a satisfactory report by the notified committee.
- i. During implementation, if any machines item which will be found poor in quality will be rejected from the site and the bidder will be responsible for providing the specified item of the required quality without delaying to Hunza Foods Processing Company at the site.
- j. The successful bidder must provide a 10% performance guarantee in the form of CDR or Bank Guarantee or the Hunza Foods Processing Company Ltd may retain 10% of the total contract amount till completion of DLP.

3. Modification and Withdrawal of Bids

- No bid can be modified after its submission.
- No bid shall be withdrawn during the interval between the deadline for submission of bids and the expiry of the period of bid validity as specified in the tender document. Withdrawal of bid will lead to disqualification of bidder.

SECTION-II

4. Supply Requirement

Supply schedule of machinery and other accessories as follows:

- 4.1 The Bidder shall furnish the evidence as part of its Bid that the machines conform to the technical specifications and requirement.
- 4.2 The evidence may be in the form of literature, drawings, test reports, or data, and shall consist of detailed itemized descriptions of the essential technical and performance characteristics of the machines and accessories.
- 4.3 Bids shall remain valid for a minimum period of 90 days after the bid submission.



SECTION-III

5. **Bid Opening**

- a. Hunza Foods Processing Company will open the bids in the presence of bidders or their representatives, at the time, date, and location stipulated in the Bidding data in the presence of Procurement committee of Hunza Foods Processing Company and facilitation committee members.
 - (i) Determine their responsiveness to tender documents (e.g. provision of requisite documents listed in relevant sections of the tender document).
 - (ii) Technical responsiveness of the bid will be based on the provision of the documents as requested in clause 1.1 (b).
 - (iii) After technical evaluation, the qualified bidders shall be eligible for Financial Bids evaluation. In the Financial Bid, the prices of bidders will be announced and recorded. The financial evaluation of the bids will be the bid prices quoted on an F.O.R. basis to be supplied at the site.
- b. Any effort by a Bidder to influence Hunza Foods Processing Company in the examination, evaluation, comparison, and post-qualification of the bids or contract award decisions may result in the rejection of its Bid.
- c. The bidder's "representatives who are present shall sign a register evidencing their attendance.
- d. The bidder's name, total bid price, and any other detail will be announced by the representative(s) of Hunza Foods Processing Company at the opening of bids and will be brought under the minutes of the meeting for record and bid evaluation.

SECTION-IV

6. **Examination, Evaluation and Comparison of Bids**

Hunza Foods Processing Company procurement committee and notified facilitation committee of ETI-GB & GBRSP will compare the Bids on the basis of technical and Financial as per below weightage.



Mandatory Criteria/Requirements:

S. No.	Description	Yes/No
1.	Proof of Manufacturing such as certificate/license or brochures, manuals, and other related catalogs etc.	
2.	Manufacturer should possess Pakistan Standard Quality Certification Authority (PSQCA) or certification from any other recognized Quality Certifications body (Attach Certificate).	
3.	Proof of Experience for supply/providing and installation of machinery. (Completion certificates must be Attached)	
4.	The Manufacturer shall ensure delivery of machinery at site within 60 Days after the date of signing of contract. (Letter of undertaking from Supplier for the supply of machinery not more than 60 days should be attached)	

*All the required documents shall be submitted to the address mentioned in the bid document before the deadline (20/11/2025 before 11:00 AM).

SECTION-V

7. Award of Contract

- 7.1 A detailed agreement shall be signed between Hunza Foods Processing Company and the lowest evaluated bidder/ supplier clearly defining terms and conditions and roles and responsibilities of both the parties.
- 7.2 After signing the agreement, Hunza Foods Processing Company will issue a supply order and commencement letter to the successful bidder within 07 days of financial and technical evaluation reports.
- 7.3 The qualified Supplier will be bound to start the supply of machines within the timeline given by the supplier after the issuance of the supply order by Hunza Foods Processing Company. The supplier will be terminated if the supplier fails to start the supply of the machines within the mentioned timeline.
- 7.4 The quantity of Machines/Goods and related services are originally specified in Schedule of Requirements Table 1. Provided this may increase or decrease depending upon availability of funds.



- 7.5 The qualified contractor cannot sublet the task/work further to other contractors for its supply/implementation. In such case of subletting required deemed necessary, the contractor will seek prior permission of the GBRSP/ETI-GB through Hunza Foods Processing Company, otherwise, the contractor will be responsible for any consequences, etc.
- 7.6 The period of the contract can't be extended as well as penalty amount can't be remitted to the supplier by Hunza Foods Processing Company unilaterally. For this , if deemed necessary this should be only allowed by the concern region of GBRSP/ETIGB.



SECTION-VI

8. **Completion & Payment Schedule:**

- After signing of the completion certificate by all the project partners remaining amount of the supplier, if any, shall be released by Hunza Foods Processing Company.

9. **Payment Schedule:**

- 9.1 50% upon issuance of supply order while 50% payment through pay order/cross cheque within 30 days after successful delivery, installation, inspection and commissioning of machine. In absence of 10% performance guarantee the Hunza Foods Processing Company will retain an equivalent amount from last payment till the completion of defect liability period.
- 9.3 Payment to the Bidder will be made through cross cheques in the name of the company.
- 9.4 Taxes shall be applicable as per rules of GoGB, if applicable will be deducted at source.



Annexure-A

Undertaking For Acceptance of Terms & Conditions

It is certified that the information furnished herein and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the terms and conditions of the tender and hereby agree with the same and are liable to any punitive action for non-compliance of any clause or for furnishing false information/documents.

Dated this ____ day of ____ 2025

Signature

In the capacity

(Company Seal)

Duly authorized to sign bids for and on behalf of: