**TENDER PACK**

**PROPOSAL FOR:**

**RENOVATION OF LATRINES, CONSTRUCTION AND INSTALLATIONS OF ULTRA FILTERATION PLANTS AT DISTRICT MALIR AND KORANGI KARACHI SINDH.**

**TENDER ADVERTISEMENT DATE: 11TH OCTOBER 2024**

**TENDER ISSUANCE DATE: 11TH OCTOBER, 2024 to 25TH OCTOBER, 2024**

**TENDER ISSUANCE DATE: 11 OCTOBER, 2024 to 25TH OCTOBER, 2024**

**TENDER NOTICE**

“**Tender ref: DevCon/WaterAid-Tetra/02/11-10-2024/03**”

DevCon An Association for Rural Development is a non-profit, non-governmental or non-governmental in Sindh, Working in Karachi on a WaterAid Funded Project that invites sealed tenders from registered suppliers / contractors for the following lots;

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Description** | **Specification required** |
| **1** | **Lot # 01 Renovation work of Latrines at District Malir and Korangi Karachi** | **Detail in Tender Pack** |
| **2** | **Lot # 02 Construction / Civil Works of Ultra Filtration Plants at District Malir and Korangi Karachi.**  | **Detail in Tender Pack** |
| **3** | **Lot # 03 Installation /Mechanical works of Ultra Filtration Plants at District Malir and Korangi Karachi.** | **Detail in Tender Pack** |

**Terms and Conditions:**

1. The tender documents can be collected from DevCon an Association for Rural Development, Head Office - House # 170-A, Makhdoom Bilawal Cooperative Housing Society, Korangi Industrial Area, Karachi, business hours (9:00am to 5:00pm) not later than October 25th ,2024
2. The tender pack can also be downloaded through our website [www.devconpk.org](http://www.devconpk.org/) or by sending an email to anas.memon@devconpk.org; Sealed Tenders should reach DevCon an Association for Rural Development on or Before (**October 25th , 2024 at 05 :00 PM**) and should be clearly marked “**Tender ref: DevCon/WaterAid-Tetra/02/11-10-2024/03**” not to be opened before “(**October 26, 2024 at 12:00 PM**)” in the presence of ***Bid/Tender Committee*** and participants who wish to witness.
3. A Non-Refundable Tender fee of Rupees **2000/-** will be charged as Tender Dossier fee which will be paid in cash while collecting the Tender pack.
4. Interested Supplier must provide CDR/DD amounting **5 %** (in the name of DevCon- An Association for Rural Development) of the total bid value. CDR/DD will be returned to unsuccessful bidders after decision of tender.
5. Quoted prices for the items shall be inclusive of all kind of govt. taxes and duties as per prevailing Tax Laws of Govt. of Pakistan, Transportation, and Custom Clearance and port taxes (if any)
6. All prices must be quoted in Pak rupees.
7. Prices quoted shall be Delivered Duty Paid (DDP) at the identified locations i.e. **in Renovation of Latrines, Constructions and Installation of Ultra-Filtration Plants in district Malir & Korangi Karachi Sindh.**
8. Any damage, loss, theft and demurrages outside the premises of DevCon-An Association for Rural Development shall be the responsibility of supplier / agent.
9. Evaluation of the quotation and award of Purchase Order/Contract shall be **lot-wise**.
10. Applied tax as per government prevailing rates shall be deducted at the time of payment.
11. Payment shall be made in the form of cross cheque within 21 days after acceptance of delivery and subsequent submission of the invoice to the DevCon-An Association for Rural Development.
12. Supplier shall be responsible for the delivery of items on mentioned location prescribed locations.
13. Expected delivery time must be mentioned on your quotation.
14. Incomplete Bids/ documents shall not be entertained.
15. **Tender Committee** reserves the right to cancel/reject any or all offers without assigning any reason.
16. Lowest price will not be the sole criteria. **Quality, Experience, PEC Certification, Sample Assessment, Financial statement and timely delivery** will also be considered.
17. Under no circumstances shall any bidder deem that the entire tender shall be awarded to a single bidder.
18. Tender Committee or its representative reserves the right to inspect the ongoing civil work and usage of material in the awarded work.
19. Tender committee reserves the right to alter the quantity as per calculating sheet, if required / applicable.
20. An agreement or Purchase Order will be signed with successful bidder(s) for timely supply of appropriate quality services and method of payment. Failure to meet the conditions of the agreement / P O will result in cancellation of the agreement at the risk and cost of the supplier / Vendor.
21. In case the supplies / services are delayed, DevCon will impose a penalty of 0.5 % per day of the total amount of contract for each day of delay, after 15 days contract / PO will be cancelled and security deposit will not be refunded.
22. DevCon reserves the right to forfeit the Performance Guarantee in case of breach of the agreement.
23. Tender offers must be valid for minimum 90 days (after the tender announcement).
24. Tender publication does not constitute any commitment on part of DevCon unless a written agreement / Po is signed by both parties.
25. If any supplier is shortlist after all process and regret to accept the purchase order his security deposit will not be returned.

***Bid Submission Requirements:***

1- The following documents should be accompany the tender

* Updated Company Profile with all registration certificates
* Updated bank statements of last 6 months and Last year audited financial statements
* Relevant Purchase Orders and Agreements along with completion certificate.

2-  **Sealed Bid addressed to “Tender Committee” should be drop in tender box placed at DevCon Office,**

**House # 170 A, Block 1 MBCHS, Korangi Industrial Area, Karachi latest by 1700 hours on or before 25th October 2024.**

***Validity of Price***

Prices shall remain valid for at least 90 days from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.



**Doc 2: Letter of Invitation to Tender**

 **“Tender ref: DevCon/WaterAid-Tetra/02/11-10-2024/03”**

Dear Sir/Madam,

**SUBJECT: INVITATION TO TENDER FOR RENOVATION OF LATRINES, CONSTRUCTION/CIVIL WORK OF ULTRA FILTERATION PLANTS AND INSTALLATION/MECHNICAL WORK OF ULTRA FILTERATION PLANTS MENTIONED SCHOOLS OF DISTRICT MALIR & KORANGI KARACHI.**

Further to your inquiry regarding the publication of the above-mentioned Invitation to Tender, please find enclosed the following documents, which constitute the tender dossier:

* 1. **General Condition of Tender (See Doc 3)**
	2. **Declaration of Eligibility (See Doc 4)**
	3. **Price Schedule (See Doc 5)**
	4. **Tender Documents Receipt (See Doc6)**
	5. **Confidential Questionnaire (See Doc 7)**

We look forward to receiving your tender on or before <**October 25, 2024 at 05 :00 PM** > at the address specified in the tender dossier.

Your tender bid must include the following documentation so please use the list below as a ‘Checklist’ before submitting your tender to DevCon.

1. **Technical Specification**
2. **Financial Offer**
3. **Signed Tenderers Declaration**
4. **Company Certificate of Registration (PEC, NTN, GST, SRB)**
5. **Completed ‘Orders Relevant Experience Form’**
6. **Samples. Please note that samples provided which do not meet the minimum specifications as per the attached tender dossier, will not qualify to the final tender evaluation process.**

Offers must be submitted in sealed envelopes, marked “not to be opened before **<October 26, 2024 at 12:00 PM >”** and should bear the tender reference specified above on the outside of the envelope for identification purposes.

Yours sincerely**,**

Anas Memon

Admin, Logistics & Procurement Manager DevCon an association for rural development 0335-8221853

**Doc: 3. General Condition for Tender**

|  |  |
| --- | --- |
| **Office Location:** DevCon An Association for Rural development – House # 170 A, Block 1 MBCHS, Korangi Industrial Area, Karachi | **Tender ref: DevCon/WaterAid-Tetra/02/11-10-2024/03**” |
| **Project : “**Improved access to inclusive and sustainable WASH services in schools in Pakistan creating enabling environment for education contributing to poverty eradication”  | **Date: October 11, 2024** |

**General Conditions for Tender**

1. **Scope: DevCon an Association for Rural Development** invites tenders for the Renovation of Latrines, construction/civil works and Installation/Mechanical works of Schools at district Malir and Korangi Karachi described and summarized in accordance with procedures, conditions and contract terms, as prescribed in the tender documents. **DevCon** reserve the right to vary the quantity of materials/supplies specified in the Tender Documents without any changes in unit price or other terms and conditions and to accept or reject any, all, or part of submitted offers.
2. **Language:** As determined by **DevCon an Association for Rural Development**, the working language of this tender is English. Other languages will not be accepted.
3. **Qualifying and Conditions:** The main criteria for admission to the tender are as follows:
4. Certificate of Registration
5. Valid Tax Registration
6. PEC Certification
7. Good track-record and references from previous clients
8. Recognized bank account as **DevCon** will make all payments through cross cheque or through bank transfers, and show financial soundness through bank statements.
9. **Tender Basis:**

All Tender Documents must be completed in full, or the application will be disqualified.

All Applicants will receive identical documents: No applicant should add, omit, or change any item, term or condition in original papers.

 If Applicants have any additional request and conditions, this shall be stipulated in a separate letter accompanying the bid.

Each bid shall be valid for the period of 30-days from its date of submission.

Bids shall be made in writing calculated in ***PKR Only*** and clearly stated on the appropriate forms.

 **All prices must include all taxes, compulsory payments, levies and duties, including Sales Tax (if applicable).**

The price schedule must include all information requested, including origin of materials.

The applicant shall attach a detailed timetable for carrying out the works and propose ways and means to realize the works.

 **DevCon** is not liable for any damage to the applicant person or property in the event that something should occur. **DevCon** strongly recommends that all applicants take extra precaution when visiting/delivering supplies and working to a project site.

1. **Payments:** Payment will be made on satisfactory completion of work after verification as per calculating sheet provided by the vendor through cross cheque on completion of 100% of total work after the verification by Water Aid & DevCon Engineer.
2. **Performance Standards:** The civil work services and material used must be undertaken in accordance with all relevant rules, regulations, and statutes currently in force in Pakistan.
3. **Tender Documents:** All Tender Documents included in this package are listed on the Tender Document Receipt Form, signed by each recipient.
4. **Eligibility of Applicants:** Applicants cannot apply if they:

Are not registered companies.

Are bankrupt or in the process of going bankrupt?

have been convicted for an offense concerning professional conduct.

have been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).

have not fulfilled obligations related to the payment of taxes. Are guilty of serious misinterpretation in supplying information.

Are in situations of conflict of interest (with prior relationship to project or family or business

relationship to parties on **DevCon**.

Were declared at serious fault of implementation owing to a breach of their contractual obligations

Are on any list of sanctioned parties issued by the Pakistan Government, United States Government, and European Union.

1. **Bid Delivery:** All tenders will be delivered in standard format (Sealed Envelope) on **(DevCon)** address in a sealed envelope and by the date stated in Tender Documents. The envelope will be clearly marked with the precise reference of the invitation to which it is a response, the delivery address and the name of the applicant. Tenders delivered after the specified time will not be accepted.
2. **Bid Opening:** The bids will be opened in the presence of the Tender Committee and Applicant’s Representative (who wish to witness), at the address and on the date specified in the Tender Documents. The applicant’s name, the bid prices, the total amount of the bid, any discounts and such other information may consider appropriate will be announced and registered in the minutes.
3. **Bid Evaluation:** The Tender Committee will check the tenders to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, the Tender Committee may, at its discretion, request clarification from the **DevCon** staff or consultant.
4. **Technical Evaluation:** The offers will first be evaluated on technical merits. The technical evaluation assesses the capacity of the company on the basis of submitted technical documents.
5. **Financial Evaluation:** The financial evaluation subject to the Technical evaluation is based on the cost of assignment given in the tender.
6. **Other Evaluations:** After ranking companies according to financial and technical criteria, the Tender Committee may consider other criteria, including, but not limited to record of past performance, int egrit y, s a m p l e s and community report, when assigning companies to the designated short list.
7. **Selection of Tender:** Selection of the successful applicant will be based on the ranking of companies according to financial and technical criteria, as well as any other criteria suggested by the Tender Committee. Based on this the Tender Committee will then make a recommendation.
8. **Acceptance of Successful Tender:** Considering the recommendation of the Tender Committee, **DevCon** will make the final choice of the awarded firm. **DevCon** will then send a letter of acceptance to the successful applicant. After submitted documentation from the selected firm has been verified, the firm will then be documented as an “Annex” to the contract and will be determined by **DevCon.**

**DevCon an Association for Rural Development**

**PURCHASING TERMS AND CONDITIONS**

Unless the context indicates otherwise, the term “Buyer” refers to DevCon. The term “Supplier” refers to the entity named on the order and contracting with the Buyer. The term “Contract” can be taken to mean either (a) the purchase order or (b) the Civil Services agreement, whichever is in place.

**GENERAL TERMS AND CONDITIONS**

1. **Price**: The prices stated on the order shall be held firm for the period and / or quantity unless specifically stated otherwise
2. **Source of Instructions**: The Supplier / Service Provider shall not seek nor accept instructions from any source external to **DevCon** in relation to the performance of the contract.
3. **Assignment:** The Supplier / Service Provider shall not assign, transfer, sublet or subcontract the contract or any part thereof without the prior written consent of the Buyer.
4. **Corruption:** The Supplier / Service Provider shall not give, nor offer to give, anyone employed by the Buyer an inducement or gift that could be perceived by others to be a bribe. The Supplier / Service Provider agrees that a breach of this provision may lead to an immediate end to business relationships and termination of existing contracts.
5. **Confidentiality**: All data, including but not limited to, maps, drawings, photographs, estimates, plans, reports and budgets that has been compiled by or received by the Supplier under the contract shall be the property of **DevCon** and shall be treated as confidential. All such data should be delivered to the authorized officials representing the Buyer upon request.
	1. The Supplier / Service Provider may not communicate at any time to any other person, government or authority external to **DevCon**, any information that has been compiled through association with **DevCon** which has not been made public except with written authorization from the Buyer. These obligations do not lapse upon termination of the contract.
6. **Use of Emblem or Name:** Unless otherwise agreed in writing; the Supplier shall not advertise nor make public the fact that it is not supplying goods or services to the Buyer, nor shall the Supplier in any way whatsoever use the name or emblem of DevCon in connection with its business or otherwise.
7. **Observance of Law:** The Supplier shall comply with all laws, ordinances, rules and regulations bearing upon the performance of its obligations under the terms of the contract.
8. **Cancellation:** The Buyer reserves the right to cancel the contract should it suspend its activities or through changes to its mandate by virtue of the Executive Council of DevCon and/or lack of funding. In such a case the Supplier shall be reimbursed by DevCon for all reasonable costs incurred by the Supplier, including all materials satisfactory delivered.
9. **Inspection and Test:** The Supplier / Service Provider must inspect the work done time to time to ensure conformance to specification and/or any other provisions of the contract. The Buyer reserves the right to inspect any time the ongoing work for compliance with specifications and provisions of the contract. If, in the Buyers’ opinion, the goods and/or services do not comply with the specification, the Buyer will inform the Supplier / Service Provider in writing. In such a case the Supplier / Service Provider shall take the necessary action to ensure compliance, liability for any additional cost incurred for rectifying compliance will rest with the Supplier / Service Provider.
10. **Payment Terms**: Unless otherwise agreed, payment terms will be 15 working days from the receipt of services and invoice.
11. **Ethics:** The nature of (DevCon) operations necessitates that the Supplier / Service Provider must maintain ethical and moral standards including but not limited to, no discrimination on the basis of race, gender, religion or age, avoidance of materials/services provided with the use of slavery including child labor. Failure to maintain such standards, in the opinion of the buyer, may result in termination of the business relationship between the Buyer and Supplier / Service Provider.
12. **Rights of (DevCon):** Should the Supplier / Service Provider fail to perform under the terms and conditions of the contract, including but not limited to failing to obtain export licenses or to make delivery of all or part of the goods by the agreed delivery date(s), the Buyer may, after giving reasonable notice to the Supplier / Service Provider, exercise one or more of the following rights:
13. Procure all or part of the goods from an alternate source, in which event the Buyer may hold the Supplier liable for additional costs incurred. Refuse to accept all or part of the goods. Terminate the contract.
14. **No Agency:** This order does not create a partnership between the Buyer and Supplier or make one party the agent for the other for any purpose.
15. **Jurisdiction Clause**: The Contract shall be governed by Pakistani law and the Supplier consents to the exclusive jurisdiction of the Pakistani courts in all matters regarding it except to the extent that the Buyer invokes the jurisdiction of the courts of any other country.
16. **Waivers and Variations:**
	1. A failure to exercise or delay in exercising a right or remedy provided by the Contract or by law does not constitute a waiver of the right or remedy or a waiver of other rights or remedies. No single or partial exercise of a right or remedy provided by the Contract or by law prevents further exercise of the right or remedy or the exercise of another right or remedy.
	2. No variation of the Contract shall be effective unless it is made in writing and signed by each of the parties.
17. **Service of Notices:**
	1. Any notice given under the Contract shall be in writing and may be served: Personally; By registered or recorded delivery mail; By facsimile transmission (confirmed by post);

By any other means which any party specifies by notice to the others.

* 1. Each party’s address for the service of notice shall be at their registered address or such other address as specified by notice to the others.
	2. A notice shall be deemed to have been served: If it was served in person, at the time of service; If it was served by post, 48 hours after it was posted; and if it was served by facsimile transmission, at the time of transmission (DevCon) Ethical Purchasing Policy (DevCon) seeks to purchase goods and services which are produced and delivered under conditions that do not involve the abuse or exploitation of any persons.

**Doc: 4 Declaration of Eligibility**

Tenderer / Supplier:

I, the undersigned *(Name and address of representative)* Representative of

*(Name and address of company)*

Declare none of the following conditions is applicable to us;

Are not registered companies.

Are not bankrupt or in the process of going bankrupt.

Have been convicted for an offense concerning professional conduct.

Have been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).

Have not fulfilled obligations related to payment of taxes.

Are guilty of serious misinterpretation in supplying information.

Are in situation of conflict of interest (with prior relationship to project or family or business relationship to parties on DevCon an association for rural Development.

Were declared as serious fault of implementation owing to a breach of their contractual obligations.

Are on any list of sanctioned parties issued by the Pakistan Government, United Nations, United States Government and European Union.

In the presence of Declared

*(Name & Signature) (Stamp)*

*(Address) (Location, date)*

 **(Doc: 5) PRICE SCHEDULE**

“**Tender ref: DevCon/WaterAid-Tetra/02/11-10-2024/03**”  **Date:**

Please mention your bid / quote on this form along with your sign and stamp on each page or in the same manner on your letterhead. All material & services are to be deliver at Mentioned School’s Sites of District Korangi & Malir Karachi Sindh. The details of the locations /delivery of items, required services are attached ***as per attached Annex’s.***

***Details for Repair and Renovation of Latrines at Malir and Korangi Districts of Karachi.***

***LOT- 1***

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr #** | **Description** | **Quantity** | **Amount** |
| 1 | Repair and Renovation of Latrine GBSS Village **SUKIO VILLAGE** (**Annex-A)** | 01-Job |   |
| 2 | Repair and Renovation of Latrine GGSS **51- B KORANGI** (**Annex-B)** | 01-Job |   |
| 3 | Repair and Renovation of Latrine **GGSS APWA** **(Annex-C)** | 01-Job |  |
| 4 | Repair and Renovation of Latrine GGSS **BHITAIABAD** (**Annex-D)** | 01-Job |  |
| 5 | Repair and Renovation of Latrine GGSS **DRIG COLONY NO 5** **(Annex-E)** | 01-Job |  |
| 6 | Repair and Renovation of Latrine GGSS IBRAHIM **HYDERI** **(Annex-F)** | 01-Job |  |
| 7 | Repair and Renovation of Latrine GGSS **KHULDABAD** (**Annex-G)** | 01-Job |  |
| 8 | Repair and Renovation of Latrine GGSS **No 1- SHAH FAILSAL** **(Annex-H)** | 01-Job |  |
| 9 | Repair and Renovation of Latrine GGSS **SADI CAMPUS** **(Annex-I)** | 01-Job |  |
| 10 | Repair and Renovation of Latrine GGSS **WALI MUHAMMAD** **(Annex-J)** | 01-Job |  |
| 11 | Repair and Renovation of Latrine GGSS **YOUSAF GOTH** **(Annex-K)** | 01-Job |  |
| **GRAND TOTAL (Inclusive of all applied Govt; Taxes, transportation, labor charges )** |  |



***Details for Construction of Ultra Filtration Plants at Malir and Korangi Districts of Karachi.***

***LOT-2***

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Description** | **Quantity** | **Amount** |
| 1 | Construction of Ultra Filtration Plant Room at **GGSS WALI MUHAMMAD** (**Annex-A)** | 01-Job |   |
| 2 | Construction of Ultra Filtration Plant Room at **GGSS GREEN TOWN** (**Annex-B)** | 01-Job |   |
| 3 | Construction of Ultra Filtration Plant Room at **GGSS NO 1 SAUDABAD** **(Annex-C)** | 01-Job |  |
| 4 | Construction of Ultra Filtration Plant Room at **GGSS** **SHER WOOD(2)** (**Annex-D)**  | 01-Job |  |
| **GRAND TOTAL (Inclusive of all applied Govt; Taxes, transportation, labor charges)** |  |

***Details for the Installation of Ultra Filtration Plants at Malir and Korangi Districts of Karachi.***

***LOT-3***

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr #** | **Description** | **Quantity** | **Amount** |
| 1 | Installation of Ultra Filtration Plants at **GGSS Green Town** (**Annex-A)** | 01-Job |   |
| 2 | Installation of Ultra Filtration Plants at **GGSS** **No 1 Saudabad**(**Annex-B)** | 01-Job |   |
| 3 | Installation of Ultra Filtration Plants at **GGSS Sher Wood (Annex-C)** | 01-Job |  |
| 4 | Installation of Ultra Filtration Plants at **GGSS** **Wali Muhammad** (**Annex-D)** | 01-Job |  |
| **GRAND TOTAL (Inclusive of all applied Govt; Taxes, transportation, labor charges )** |  |

**IMPORTANT NOTES: (Please Read All Carefully)**

* Before filling tender, it is mandatory to the contractor to study the specifications well,
* **DevCon will have the right to conduct the lab test for of samples to evaluate the quality and also the**

**consignment if selected.**

|  |  |
| --- | --- |
| Delivery/Completion Time |  |

**Doc: 6 Tender Document Receipt**

**Tenderer / Supplier Name: Address:**

**Contact Number:**

**Email:**

I hereby acknowledge receipt of one set of tender documentation for the above project.

1. Tender Notice
2. General Conditions for Tender
3. Declaration of Eligibility
4. Price Schedule of Supplies
5. DevCon / WaterAid Participant Protection Policy
6. Tender Document Receipt

|  |  |
| --- | --- |
| **First Name and Last Name:** |  |
| **Signature & Stamp:** |  |
| **Date and Time:** |  |

**DOC: 7 Confidential Questionnaire**

**Company Information**

|  |  |
| --- | --- |
| **Question** | **Response** |
| Full Legal and Trading Name. |  |
| Date of Registration of your company (please attach certificate)  |  |
| Full address. |  |
| Registered place of business (if different from street address). |  |
| Name the contact within your organization to whom all correspondence regarding this should be addressed. |  |
| Company website address. |  |
| Name and position of person authorized to enter into negotiations and sign any formal agreement. |  |
| Company registration details such as, 1. Registration numbers
2. VAT Registration number
3. Trade license number (Medicines)

(copy must be attach) |  |
| Name of other key contacts:Director/s. Sales/Orders.Technical Support. |  |

**Business Information**

|  |  |
| --- | --- |
| **Question** | **Response** |
| Provide a brief description of your Company profile and structure, size and location(s) including a brief overview of your marketing and the scope of operations and styles manufactured. Relationships with any parent company (if applicable).Include details of third party contractors where applicable.Details of joint venture arrangements (if applicable). |  |
| List of Products |  |
| List of Major Clients |  |
| Details of your company’s experience in the manufacture or supply of similar items, keeping in view the following points:1. Name of company/INGOs
2. Contract Value
3. References

(Pos/ agreements copy must be attach) |  |

**Banker’s Detail:**

|  |  |
| --- | --- |
| **Question** | **Response** |
| Bank Name, Account Title, branch and total turnover in PKR of last year (attach the bank statement of last 6 months) |  |

**Trade Reference**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **1** | **2** | **3** | **4** |
| **Name of Organization** |  |   |   |   |
|  **Contact name and phone number**  |  |   |   |   |
| **Description of items/services delivered**  |  |   |   |   |
| **Quantity** |  |   |   |   |
| **Date contract awarded**  |  |   |   |   |
| **Date contract Completed**  |  |   |   |   |
| **Value of Contract in PKR** |  |   |   |   |