

**MANAGEMENT AND DEVELOPMENT FOUNDATION
CALL FOR TENDER**

PART-A:

INSTRUCTIONS TO BIDDER

Date	April 29, 2023
Tender reference	MDF/TENDER/ER-2/LOT-3/2023
Starting Date	April 29, 2023
Closing Date	May 15, 2023
Subject of Tender	Supply of Material and Construction of 100 Laundry Spaces

To support its ongoing Early Recovery and Response Project Flood-2022 operations in District Dadu Sindh Pakistan, MDF with its partner Oxfam GB is launching a local competitive bidding and is requesting qualified bidders to provide detailed written offers for the items listed below.

Description	Supply of Material and Construction of Laundry
Product class/category	Construction Contract
Delivery Conditions	As per Union Councils mentioned below
Quantity	According to specifications below
Timeframe and Length of Contract	Work must be completed on deadline agreed and mentioned in the agreement.

Detailed location terms:

The quoted priced must include all Material, labour, transportation, loading unloading, shifting of material at site and all applicable Govt Taxes costs to any village in the flood affected areas of the Union Councils specified below:

Tehsil Khairpur Nathan Shah,

1. UC Gozo
2. UC Burera

list of villages will be shared with agreement & work order to selected bidder.

Detailed quantity terms:

Quantities are as specified in the Description of Work above. This contract will have no minimum value or number of items. The quantities stated are estimates only based on the best available information and are subject to change at any time.

Detailed timeframe terms:

Contract Start Date	May 20, 2023
Contract End Date	July 30, 2023

IMPORTANT: The contractor should be able to complete the maximum quantities shown in the Description of Works within this timeframe. If this is not possible, the maximum number of Laundry Spaces that can be constructed per week should be shown on the bid form. MDF reserves the right to split the contract between several contractors.

General Conditions:

- i. Prices quoted for the items and works must include all applicable Government Taxes. Separately share the rates for material and services (labour).
- ii. MDF will further confirm the exact locations for delivery following the procurement committee.
- iii. Quantities shown are accurate estimates. However, there is no minimum quantity.
- iv. We prefer one single vendor! But we reserve the right to divide the order into lots and order from various bidders.
- v. For the purposes of determining the lowest evaluated bid, facts other than price such as previous performances, previous experience, quality assurance, financial soundness and such other details as the Purchaser, at its discretion, may consider appropriate measures will be taken into consideration.

Instructions for submission:

1. Bidders are requested to fill in, sign, stamp and return the given Quote Form (according to MDF format only, NOT on their own paper);
2. Bidders should also attach a copy of Company registration certificate and/or licence, NTN/SNTN/PEC or any other certification along with profile if available.
3. Sealed bids should be accompanied with **2. % Bid Security** of the total bid value in the shape of Pay Order / Demand Draft in the name of **M/s Management & Development Foundation** is mandatory
4. The bidder is required to submit the Client list of at least Three (03) firms with their addresses & Telephone Numbers whom the required items have been provided.
5. The bidder/ supplier will submit an affidavit on legal stamp paper of Rs. 100/- that their firm has not been blacklisted in the past.
6. The offers must be submitted through post/courier/by hand in a sealed envelope to the following address:
MDF Head Office, House No. B-30, G.E.C.H Society, Qasimabad Hyderabad
7. Each page of the submitted documents should be signed and stamped.
8. The tender documents should reach not later than May 15, 2023 or before 05:00 pm at given address.
9. Unsealed envelopes and late offers cannot be considered.
10. The following number can be contacted for general enquiries: 0336-7088008

Required documents for submission

1. **PART A** – Instructions to Bidders must be attached, filled, signed and stamped by the supplier (compulsory)
2. **PART B** – Quote Form must be attached, filled, signed and stamped by the supplier and the bid prices shall be in PKR. The supplier **MUST** state the number of Masons unskilled labor and that will be committed to the project and the number of Laundry Spaces which can be constructed per week.
3. Photocopy of CNIC
4. **ANNEXES** – A Company registration certificate and/or license, NTN/SNTN/PEC Certificate or any other certification along with company profile if available.
5. Bidding documents.

Note:

- a. The submission of offer(s) to this call for tender may not result in the award of a contract.
- b. MDF will not be responsible for any costs or expenses incurred by the Bidders in connection with the preparation and submission of the bids to MDF.
- c. Only shortlisted suppliers will be further contacted. Should you not receive confirmation from MDF within 7 days, please consider your offer as not pre-selected.
- d. Documents sent without signature and / or stamp won't be accepted as valid offers.

FOR BIDDER'S USE

I undersigned, the Bidder, agree with the instructions and general conditions of this Call for Tender. I have read or am accurately informed regarding the Oxfam Supplier Eligibility Criteria, Oxfam Supply Policy, Oxfam Ethical Purchase Policy and Oxfam General Conditions of Purchase.

Company Name	
Authorized Representative Name	
Signature	
Stamp	

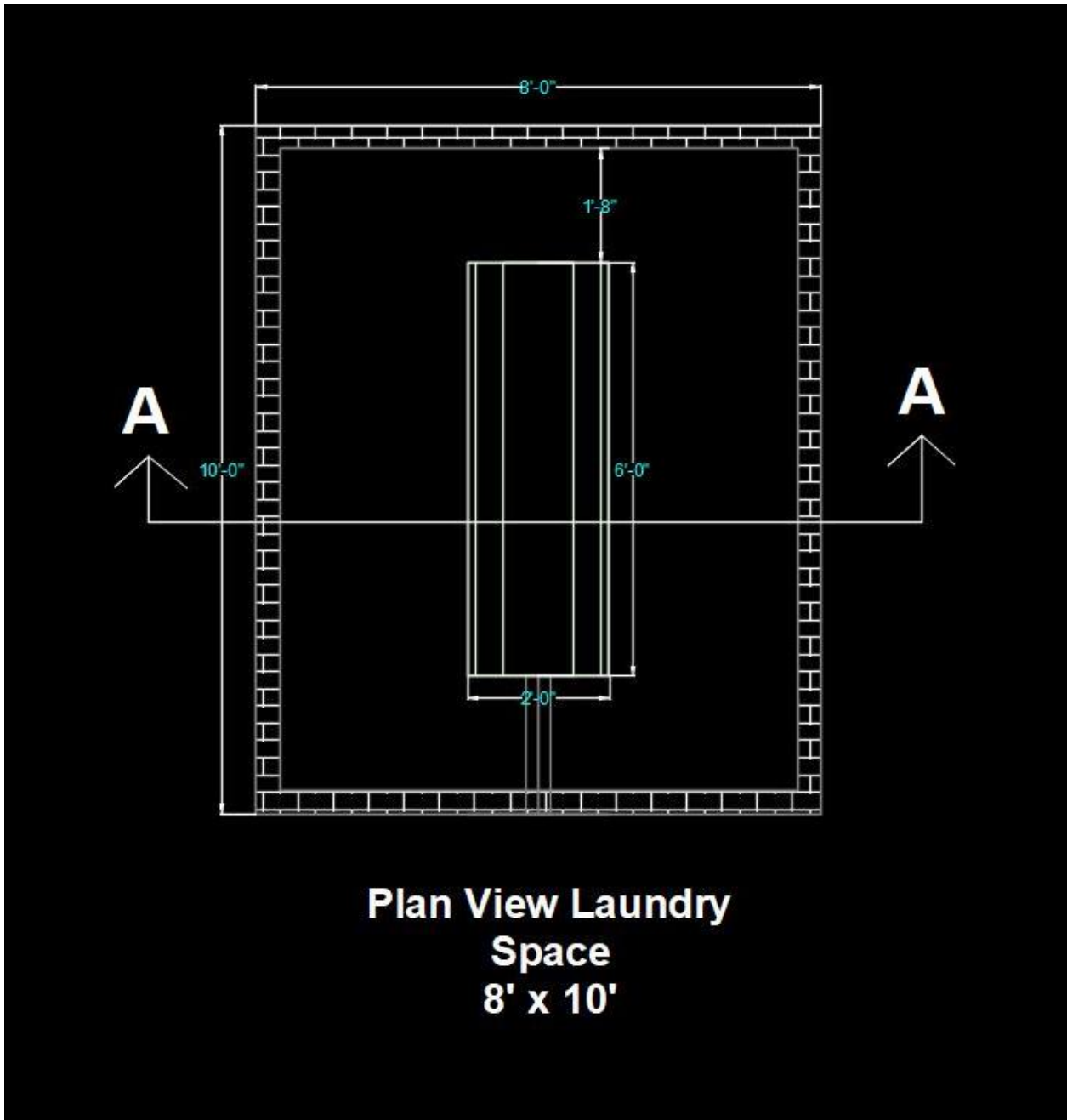
PART-B:

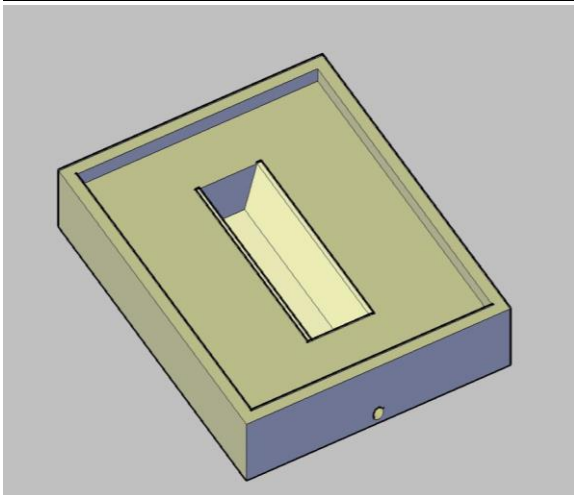
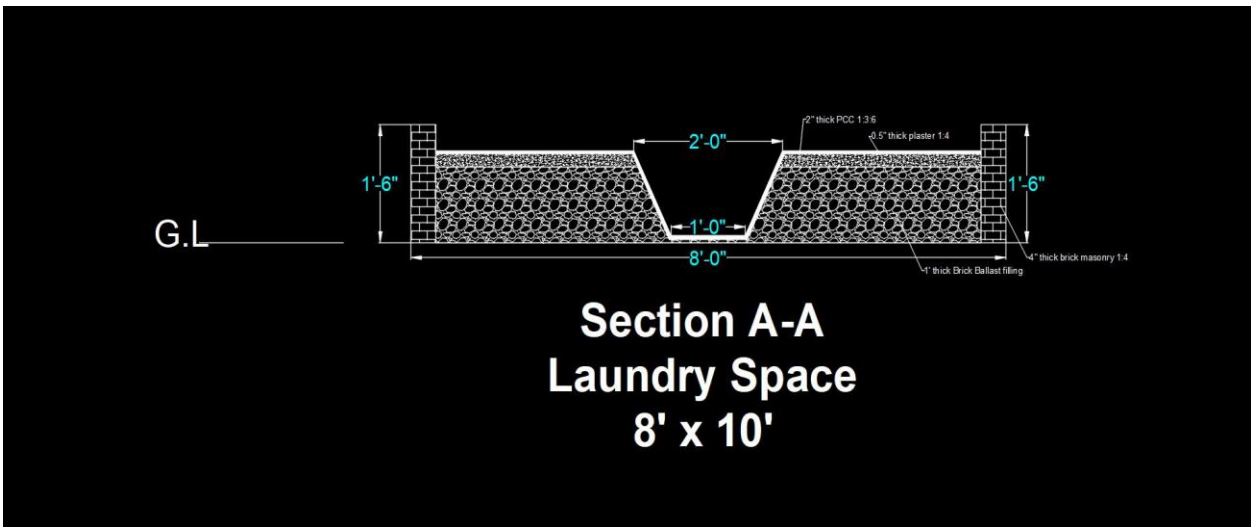
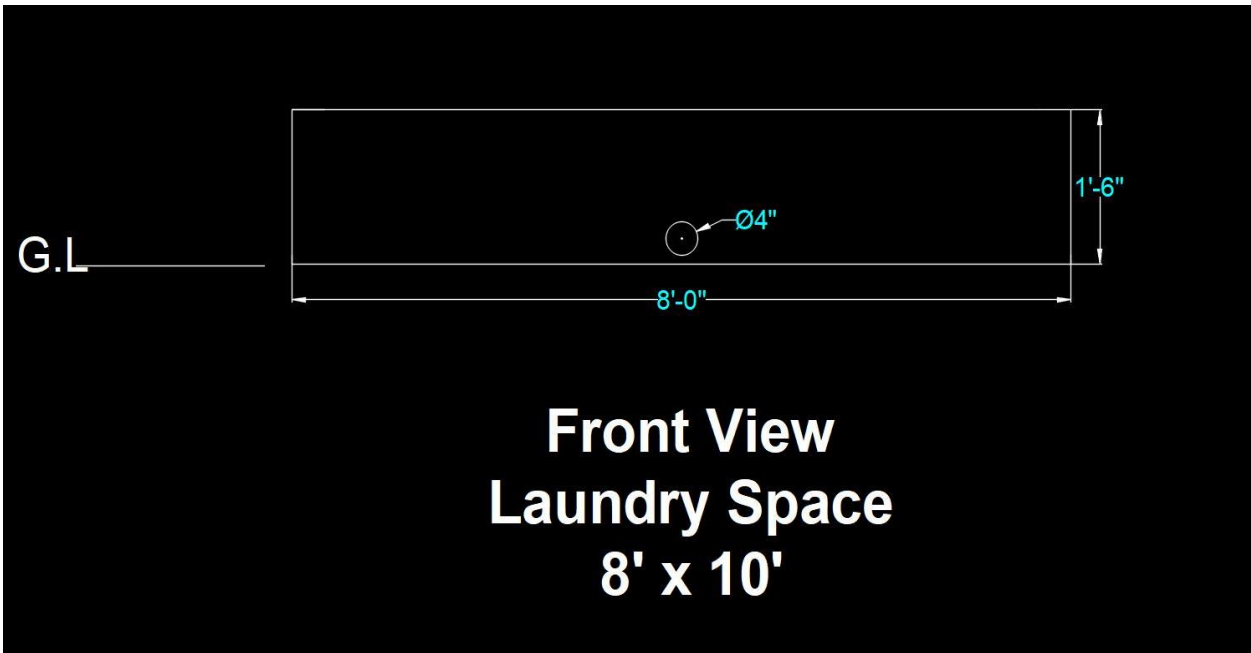
ABSTRACT OF COST FOR LAUNDRY SPACES					
S.#	MATERIALS	Qty	UNIT	UNIT RATE	TOTAL COST
1	Cement	4	Bag		
2	Bricks	227	Nos.		
3	Brick Ballast	59	Cft		
4	PVC 4"	10	Rft		
Total (A)					
1	Crush	10	Cft		
2	Sand	16	Cft		
Total (B)					
S.#	LABOUR	Qty	UNIT	UNIT RATE	TOTAL COST
1	Skilled	2	Man-days		
2	Un skilled	4	Man-days		
Total(C)					
Total (A+B+C)					

DETAIL OF LAUNDRY SPACES 8'x10'						
Particulars of item and detail of works	No.	L	B	H/D	Qty	Unit
		Ft	Ft	Ft		
Brick Masonry						
Long walls	2.00	10.00	0.30	1.50	9.00	Cft
Short walls	2.00	8.00	0.30	1.50	7.20	Cft
Total					16.20	Cft
1' thick Brick Ballast filling						
1' thick Brick Ballast filling	1.00	9.30	7.30	1.00	67.89	
Central depression deduct	1.00	6.00	1.50	1.00	9.00	
Total Brick Blast					58.89	Cft
2" thick Plain Cement concrete in 1:3:6						
2" thick PCC for base	1.00	9.30	7.30	0.16	10.86	Cft
2" thick PCC for depression sides	1.00	15.00	1.50	0.16	3.60	Cft
Subtotal					10.86	Cft
0.5" Plaster 1:4						
Plaster for brick work	1.00	36.00	1.50	0.04	2.21	Cft
Plaster for base	1.00	9.30	7.30	0.04	2.78	Cft
Plaster for depression sides	1.00	15.00	1.50	0.04	0.92	Cft
Total		60.30	10.30		5.92	cft
ACCESSORIES						
PVC Pipe 4" dia	1.00	3.00			3.00	Rft

QUANTITIES OF MATERIAL & LABOUR REQUIRED

Description	Qty	Unit	Cement	Sand	Crush	Brick	Steel	Skilled	Unskilled
			Bag	Cft	Cft	No	Kg	Labour	Labour
Brick Masonry 1:4	16.20	Cft	0.78	3.89		226.80		0.32	0.46
Brick Ballast 1' thick	58.89	Cft							0.59
PCC 1:3:6	10.86	Cft	1.91	4.78	9.56			0.11	0.78
Plaster 1:4	5.92	Cft	1.46	7.29					
Plaster in Sft	621.00	Sft						2.07	2.07
PVC pipe 4"	3.00	Rft						0.03	0.03
Sub Total			4.15	15.96	9.56	226.80	00	2.54	3.93
Total			4	16	10	227	00	3	4





Pipe Tap Stand is not needed here, a handpump will be installed with this

PART-C:

BIDDER'S CHECK LIST

(For MDF use only)

Date: _____

Supplier Code: _____

Before submitting your bid, please make sure that each of the following items are complete:

Description	Complete?	Comments (For MDF use only)
1. PART A – Instructions to Bidders is attached, filled, signed and stamped by the supplier.	yes / no	
2. Quote Forms are attached, filled, signed and stamped by the supplier.	yes / no	
3. The bid prices are in PKR and include all applicable taxes.	yes / no	
4. The number of Masons available and maximum capacity of the contractor is shown in PART B table.	yes / no	
5. Photocopy of owner CNIC is attached.	yes / no	
6. All documents placed in an envelope and sealed	yes / no	
7. 2.% Bid Security of the total bid value in the shape of pay order / demand draft in the name of M/s Management & Development Foundation	yes / no	
8. The bidder/ supplier will submit an affidavit on legal stamp paper of Rs. 100/- that their firm has not been blacklisted in the past.	yes / no	