



No. PMU (BOR) PO/50-70/ 2011
Project Management Unit
Board of Revenue, Punjab
Ph: 042-37581648 Fax: 042-37522498

Dated Lahore, 19th December, 2011

To

M/S-----

Subject: **RFQ FOR SUPPLY OF 20 KVA DIESEL GENERATOR FOR FOUR (4) INTERIM LOCATIONS**

Land Records Management & Information Systems Project is a World Bank Assisted Project of the Board of Revenue, Government of the Punjab. The PMU (LRMIS) intends to purchase four (4) Prime Powered 20 KVA Diesel Generators for Lahore Cantt, Lahore Saddar, Jhelum, and Pindi Bhattian interim locations during the implementation of this project. You are requested to provide a quotation for the supply of four (4) Prime Powered 20KVA Diesel Generators with the following specifications:

2. TECHNICAL SPECIFICATIONS. Attached on separate sheets

3. QUALIFICATION CRITERIA:

- a. The Bidder must be a manufacturer of similar type generator or an authorized sales and service dealer from the generator manufacturer company, copy of registration as manufacturer or certificate of sales and service dealership is required.
- b. The bidder shall be a company in operation for the last five years.
- c. The average annual sale shall not be less than similar type 10 units for the last two years (Year wise detail of sale required)
- d. An overall annual sale of Rs. 100 Million from the sale of all types of generators for the last two years (proof of sale required).
- e. Description of bidder's own repair & maintenance set-up with the location / addresses of workshops, mobile workshops (if any). The bidder must have at least one local, manufacturer certified / authorized repair and maintenance setup.
- f. Authority Letter from the Bidder Company authorizing the relevant person to represent the company.
- g. Technical brochures of equipment quoted mentioning its specifications and manufacture's model, product numbers, country of origin and other technical data.
- h. NTN Number and GST Registration Certificates
- i. Audited Balance Sheet or Bank Statement for the last Two (2) financial years (up to June 2011).

- j. A certificate from the dealer that all spare parts of the Diesel Generators to be supplied are easily available in Pakistan in the local market or from company owned outlets.
- k. A certificate from the dealer that the brand of the Diesel Generator to be supplied is in use in Pakistan at least for the last Five Years.

4. DELIVERY

- a. Delivery Schedule: Not more than 21 days after issuance of Supply Order
- b. Place of Delivery:
and installation: Lahore Cantt (interim location)
Lahore Shalimar (interim location)
Jhelum (interim location)
Pindi Bhattian (interim location)

5. INSPECTIONS AND TESTS

Inspection and tests prior to delivery of Diesel Generators and at final acceptance are:-

- i) For being Brand New (Certificate from supplier for being brand new, bearing relevant reference numbers of the equipment)
- ii) For conformance to specifications (Through a comparative statement of comparison of specifications)
- iii) For the Country of Origin as quoted by the Supplier (Certificate from manufacturer for Country of Origin)
- iv) For Physical Fitness having NO Damages (Visual Inspection)
- v) Online verification of various parts and components of the supplied goods.
- vi) For successful operation, at site, in accordance with performance parameters after complete installation, testing and commissioning of the equipment (Test Run for 10 hours in a week's time: for Final Acceptance Only)

6. INCIDENTAL SERVICES

Incidental services to be provided are:

- a. At site complete training of Purchaser's nominated staff regarding maintenance and operation of Goods.
- b. At site preventive maintenance on quarterly basis by the bidder's qualified staff at bidder's expenses for one year, starting from final acceptance of goods. The rate must include cost for all kinds of labor, inputs and material required for above.

7. WARRANTY

A comprehensive at site parts and labour warranty for 2000 hours of operation or 12 months (parts and labor warranty) from date of Handing Over (Final Acceptance). The Supplier shall, in addition, comply with the performance

and/or consumption guarantees specified in the technical brochures. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

- (a) Make such changes, modifications, and/or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests, **or**
- (b) Pay liquidated damages to the Purchaser with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be 0.5 % of the contract price per week. The maximum amount of liquidated damages for the whole of the goods or part thereof shall be 5% of the contract price. **or**
- (c) Replacement of the whole unit at site including transportation, installation, testing & commissioning etc in case of major defect at his own cost.

8. PAYMENT

Payment shall be made in Pak. Rupees at final acceptance of goods

9. LIQUIDATED DAMAGES

If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.5% of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of 5% of the Contract Price. Once the maximum is reached, the Purchaser may consider termination of the Contract at its discretion.

10. TERMINATION

The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

- (a) If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract; or
- (b) If the Supplier fails to perform any other obligation(s) under the Contract.

11. PERFORMANCE SECURITY

a. The amount of performance security, as a percentage of the Contract Price, shall be 5% (Five per cent of the contract price) in the shape of non recourse, irrevocable and unconditional bank guarantee from scheduled bank of Pakistan on the

prescribed format attached with the bidding document, which shall remain valid till the expiry of warranty period.

12. CONTRACT

The Employer's letter of acceptance shall be treated as the Contract between the parties.

13. The price quoted shall be Delivered Duty Paid at site in Pak Rupees.
14. A complete set of bidding documents may be obtained by interested bidders on the submission of a written application to the above or can be downloaded from the official website of PMU-Board of Revenue www.punjab-zameen.gov.pk
15. Taxes will be deducted as per GOP Rules.
16. This Invitation for Bids is open to all suppliers from eligible source countries as defined in *Guidelines: Procurement under IBRD Loans and IDA Credits*, dated January 1995, hereinafter referred as the *IBRD Guidelines for Procurement*, except as provided on the World Bank website hereinafter.
<http://web.worldbank.org/WBSITE/EXTERNAL/PROJECTS/PROCUREMENT/0,,contentMDK:20063147~pagePK:84269~piPK:84286~theSitePK:84266,00.html>
In addition, bidders, goods, and services from following countries or territories are ineligible in accordance with the provisions of paragraph 1.8(a) of the *Guidelines: Procurement under IBRD Loans and IDA Credits*.
 - i. Israel
17. The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.
18. During evaluation of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing.
19. The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.
20. The Goods supplied under the Contract shall be Delivered Duty Paid (DDP) under which risk is transferred to the Buyer after having been delivered. Hence insurance coverage is seller's responsibility.

21. The Project Management Unit for Land Records Management & Information System, Board of Revenue, Punjab, will not be responsible for any costs or expenses incurred by firms in connection with the preparation or delivery of quotations.
22. The PMU-LRMIS-BOR reserves the right to accept or reject one or all the quotations either fully or partially without assigning any reason thereof.
23. Project Management Unit may increase or decrease the quantities of any / all items up to 15% at the quoted prices.
24. Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser.
25. The period for repair or replacement during the warranty period shall be 2 Working days.
26. If so desired, please offer your quotation including all taxes at the destination, delivery schedule and validity of quotation for 30 days. A bid valid for a shorter period shall be rejected by the Purchaser as nonresponsive. If the price for any item of work / goods / services is not specifically mentioned, it would be presumed to be covered by the cost of other items of work / goods / services. The sealed quotation must be sent to this office latest by **31.12.2011** along with copies of all documentation required during office working hours. Any bid received after the deadline for submission of bids will be rejected and returned unopened to the Bidder.

Procurement Officer
Project Management Unit
Land Records Management & Information Systems Project,
Board of Revenue, Punjab
168, Shadman-II, Lahore. Tel: 042-37586771
Website: www.punjab-zameen.gov.pk

TECHNICAL SPECIFICATIONS

20 KVA DIESEL GENERATOR

BROAD SPECIFICATIONS

Supplying, Installation, Commissioning and Testing at site of brand new water cooled 20 KVA Prime Powered Diesel Generator Set suitable for operation at 50 Deg C and 90% relative humidity consisting of painted welded steel bed plate frame-work to accommodate engine and alternator complete with mechanical governor, Fly wheel, heater energized by the incoming main supply from heavy duty maintenance free batteries, battery charger, 1-set of spare air / oil / fuel filters, control panel with voltage regulator, radio interference suppressor, frequency meter, voltmeter, ammeter, hours run meter, KWH meter, emergency stop push button, radiator, fuel tank with ancillary piping works with gauge, fuel pump, exhaust system, heavy duty residence grade silencer suitable for 20KVA / 16KW prime rating 400 / 230 Volts 50 Cycles / sec at 1500 RPM for 3-phase 4-wire system, sound proof / weather proof canopy / housing, free standing / wall mounted suitable Auto Mains Failure (AMF) Panel with Automatic Transfer Switch (ATS) Panel consisting of all best quality branded controls and monitoring instruments, power & control cable for making connection with the main electrical panel of the building i/c cost of all material, labor & accessories and commissioning spares, all related civil works / RCC Foundation / Earthing to first water level, all accessories (best quality) etc required for normal operation and functioning complete in all respects as per requirement of the Manufacturer and as approved by the client.

GENERATOR TYPE:

- i. Heavy duty fabricated steel skid type base-frame with anti-vibration mounting / isolators.
- ii. Skid mounted radiator, fan & protecting guards.
- iii. Diesel day fuel tank for minimum 8 hours of continuous run with gauge.
- iv. Earthing & Neutral connections up-to first water level.
- v. Automatic / Manual start-up option
- vi. 10% Overload capability for ONE hour in 12 hours period of operation.
- vii. Generator Mounted Mains Control Circuit Breaker

ENGINE

- i. Prime Power 20 KVA / 16 KW
- ii. 4 Stroke Diesel Engine with Electronic / Mechanical Fuel Governor
- iii. Water Cooled

- iv. Direct coupled with Alternator
- v. Self Ventilated / Regulated
- vi. Speed 1500 RPM
- vii. No. of Cylinder: Vertical or Inline 3
- viii. Aspiration: Natural / Turbo charged.
- ix. Ambient Temperature: 50 Degree Centigrade
- x. Cooling system: Water cooled. Tropical Radiator
- xi. Exhaust System: Heavy Duty Residential Grade Silencer with suitable Exhaust Pipe
- xii. Governor: Mechanical

ALTERNATOR

- i. Brushless
- ii. Self excited
- iii. Automatic Voltage Regulated
- iv. Automatic Frequency Regulated
- v. 230/400 Volt 3-Phase, 4 Wire, 50 Hz (Nominal frequency)
- vi. H Type Insulated

PROTECTIONS

- i. Overload Shutdown.
- ii. Short Circuit Shutdown
- iii. Low Oil Pressure Shutdown
- iv. High Water Temperature Shutdown
- v. Under / Over Speed Shutdown
- vi. Under-Voltage Shutdown
- vii. Over-Voltage Shutdown
- viii. Over-Voltage Monitoring and Tripping
- ix. Low-Voltage Monitoring and Tripping
- x. Phase Failure Monitoring and Tripping
- xi. Any other protection deemed essential or available with the equipment.

CONTROL PANEL: MONITORING AND METERING

Microprocessor Based Control Panel equipped with a minimum of following monitoring and metering features;

A. MONITORING

- i. Automatic Alarm Monitor or Indication
- ii. Under / Over Voltage and Current.
- iii. Speed / RPM.
- iv. Temperature
- v. Frequency

- vi. Low Oil Pressure
- vii. High Coolant Temperature
- vi. Fail to Start
- vii. Low / High Battery Voltage Meter.

B. METERING

- i. Voltage
- ii. Current / Amperes
- iii. Frequency
- iv. Hours Run
- v. Power (KWH)
- vi. Oil Pressure
- vii. Temperature
- viii. Speed (RPM)

SOUND PROOF CANOPY

i. Imported or locally manufactured sound proof / weather proof canopy / housing made with 14-16 SWG MS sheet compatible with the supplied equipment and generator manufacturer company's standards to reduce the noise level to 70 db at 5 meters.

ii. Shall be accessible all around made in accordance with the generator manufacturer's standards having suitable size doors (say 40"x48" or appropriate) open-able, detachable and lockable on both sides to provide adequate access to the generator for repair and maintenance purposes and suitable openings for radiator exhaust, silencer exhaust and fuel tank etc and proper insulation with fire proof material on the inner side to maintain heat levels to permissible limits, duly painted with good quality water proof and weather proof paint. Similarly a suitable lockable arrangement required for control panel.

iii. Any other provisions in accordance with generator manufacturer's requirements.

BATTERIES

- i. Maintenance Free with one year Manufacturer's warranty
- ii. Battery Rack and Cable / Leads
- iii. Auto Battery Charger when Generator is operational
- iv. Auto Battery Charger (Static/Trickle Battery Charger)

STANDARD ACCESSORIES

- i. Standard Tool Kit
- ii. One Set of Air, Fuel and Lubricating Oil Filters (Spare)
- iii. Technical and Operation Manual (One Set)

AUTO MAINS FAILURE / AUTOMATIC TRANSFER SWITCH (AMF / ATS) PANEL

Cabinet Type Free Standing / Wall Mounted Local / Imported AMF / ATS Panel System according to Manufacturer's Standards consisting of all necessary controls and monitoring instruments with all internal wiring and Auto Start / Stop and Auto Transfer arrangements suitable for 40 KVA Prime Powered Generating Set using best quality branded electrical / electronic components, internal wiring and box including all accessories complete in all respects.

POWER CABLE AND CONTROL CABLE

- i. Power Cable 4 Core 25 mm² = 10 meters or as per site requirement
- ii. 6-7 pair 2.5mm² Control Cable = 10 meters or as per site requirement

CIVIL WORKS

Complete RCC foundation for 20 KVA Generator in accordance with the Manufacturer's Design / Specifications or as approved by the client including cost of all material, labor and transportation / carriage charges etc complete in all respect

EARTHING

Earthing up-to water level or as per manufacturer's standards i/c the cost for Boring, Pipe, Copper Strip, Copper Wire, making connection and all other related materials and labor complete in all respect. Final result N-G volts must be less than 3 Ohm

WARRANTY

Comprehensive 12 months or 2000 hours of operation (whichever occurs earlier)
Parts and Labor / Replacement Warranty from the date of Testing and Commissioning / Handing Over / Final Acceptance whichever occurs earlier excluding the cost of consumables.

Performance Security Form

To:

The Project Director,
Land Records Management & Information
Systems, PMU-BOR, 168 Shadman-II, Lahore

WHEREAS *[name of Supplier]* (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated _____ 19____ to supply *[description of goods and services]* (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 19_____.

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]