



BID DOCUMENT

*Organizing Health and Hygiene Sessions with the Local Communities
Especially Women*

Under the project: Humanitarian response for cyclone
PHET affected communities in District Thatta, Karachi
and Badin

PARTICIPATORY DEVELOPMENT INITIATIVES

*(PDI House No.34C, 2nd Floor, Badar Commercial Area Street No: 10, DHA
Phase V, Karachi, Sindh, Pakistan)*

Phone: +9221 35842762-3

Fax: +9221 358427623

Web: www.pdi.org.pk

Email: pdi@pdi.org.pk

JUNE 2010

BID DOCUMENT

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CHECKLIST

Please verify the following before submission of the Bid and submit the required documents in the sequence listed below, to avoid rejection or disqualification of your Bid.

1. Following documents as indicated in the Bid document printed on the tenderer's letterhead with dated signature.
 - a) Bid form
 - b) Prize Quotation signed
2. The entire original Bid document with signature on each page.
3. Any other document or information as required in the Bid document.
4. Corrections in bid document should be noted over and initialed at the places of corrections.
5. Time and Date for receipt of Bids: **Up to 2:00 PM 28-06-2010**
6. Time and Date for opening of Bids: **At 2:00 PM on 30-06-2010**



Participatory Development Initiatives

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No.PDI/PRO/TEN/002/10

22nd June, 2010

REQUEST FOR QUOTATION for PROVIDING HYGENIC TOOL KITS AND FOOD PACKAGES

	Request for Quotations for Food Packages and Hygienic Kits							
<p>Participatory Development Initiatives [PDI] is a not for profit and non governmental organization, engaged in advocacy, campaigning , community awareness ,mass mobilization, participatory community development ,and networking on the local , national as well as global issues negatively affecting the lives.</p>								
<p>Participatory Development Initiatives [PDI] jointly with Oxfam is providing relief to 500 families in the coastal areas of Kharo Chan district Thatta. For this purpose PDI intends to purchase following items:</p>								
<table border="1"> <thead> <tr> <th>NO</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Food Packages</td> </tr> <tr> <td>02</td> <td>Hygienic Took Kits</td> </tr> </tbody> </table>			NO	DESCRIPTION	01	Food Packages	02	Hygienic Took Kits
NO	DESCRIPTION							
01	Food Packages							
02	Hygienic Took Kits							
<p>The details of the item quantity and terms and conditions are available on PDI website www.pdi.org.pk .The interested Firms, Suppliers and dealers may send their sealed bids as per above specification to the following address by 28-06-2010 during office hours – 9:00am to 5:00pm by Surface Mail or By hand.</p>								
<p>Note: Incomplete And Unsealed Bids Will not be accepted.</p>								
<p>-----</p> <p>Admin & Procurement Officer Participatory Development Initiatives [PDI] PDI House NO: 34 C 2nd Floor, Badar Commercial Street No. 10 DHA Phase 05 Karachi. Phone: 021-35842762-3 Fax #: 021-35842763 Email: pdi@pdi.org.pk Website: www.pdi.org.pk</p>								

Bids/ Quotations are invited from the firms/ Individual suppliers. On the following Specification:

Description (Hygiene Kits)	Items Per kit	No Of Packets	Total Quantity
Hand Washig Soap (Life Boy 125 GRMS)	8 pieces	500	4000 pieces
Laundry soap (Kohinoor, Kursi)	1 kg	500	500 kg
Water Jerry cane 15 Litre capacity	1 pieces	500	500 pieces
Bucket 15 litre capacity with lid	1 pieces	500	500 pieces
Sanitary cloth	2 meters	500	1000 meters
Plastic sheets (12*16)	2 Pieces	500	1000 Pieces
ORS	20 sachets	500	10000 sachets
Musafa	1 kg	500	500 kg
Plastic Lotta	1 pieces	500	500 pieces
Soap cover	2 pieces	500	1000 pieces
Shoes for women [small & medium size]	2 pairs	500	1000 pairs
Shawl for women [summer]	2 pairs	500	1000 pairs
Treated Mosquito Nets	2 pieces	500	1000 pieces
Nail-cutter	1 pieces	500	500 pieces
Description (Food Package)			
Description (Food Package)	Items Per Pack	No Of Packets	Total Quantity
Rice (arri 6, Broken ration Maximum 10%)	20 kg	500	10000 kg
Wheat Floor	40 kg	500	20000 kg
Oil [Tulo]	5 Litres	500	2500 Litres
Sugar	5 kg	500	2500 kg
Tea Leaves (Tapal Brand)	1 kg	500	500 kg
Pulses (Moong & Masoor)	4 kg	500	2000 kg
Salt (National Brand Non iodized)	1 kg	500	500 kg
Match Box	01 packets	500	500 packets

Purchasing Committee reserves the right to accept or reject any or all the Bids. Decision of the Purchasing Committee will be final and legally binding.

Admin & Procurement Officer

Terms & conditions:

- All the products (Hygiene Kits and Food Packages should be well packaged Printed with organization logos, the design will be provided latter to the selected supplier.
- The total bid prize should include following costs:
 - Goods (Specified as above)
 - Packaging of Hygiene kits and food packages
 - Transportation of goods to the warehouse.
 - GST as per Government laws.
- All the products should be standardized in terms of quality and service and in case of providing substandard goods; all the goods will be returned to the supplier and all the loss will be borne by the supplier/ service provider.
- All the service should be provided within Fifteen (15) days after the award of the contract.

BID FORM

(To be filled in by the Bidder with name and address)

From:

To

The Admin & Procurement Officer
Participatory Development Initiatives

Dear Sir,

I/We hereby offer for your requirements detailed in the schedule hereto or such portion thereof as you may specify in the acceptance of Bid at the rates given in the said the attached Quotation and schedule. I/We shall be bound by a communication of Acceptance dispatched within the prescribed time and also execute agreement required in this regard.

I/We have thoroughly examined the details indicated in the Bid Schedule thereof and am/are fully aware of the services required and my/our offer to supply/provide the goods strictly is in accordance with the requirements.

Yours faithfully,

Signature: _____

Signature of the witness:

Name _____

Address: _____

Address: _____