



TENDER NOTICE

REF: - 1289/January/2023/02

Thardeep Rural Development Programme (TRDP) is a non-profit and non-governmental organization is implementing a project with the support of Concern Worldwide. TRDP invites sealed tenders from registered suppliers for the supply of the following items at **4 districts Mirpurkhas, Sanghar, Shaheed Benzirabad, and Jacobabad, Sindh.**

Lot No	Items	Specification Required
1	Provision of tool kits for Skill Training on Women's Garments	Details in Tender Pack

Terms & Conditions:

1. Tender documents can be collected from **TRDP Hyderabad office**, from **February 28, 2023 to March 5, 2023, Monday to Friday**. The tender pack can also be downloaded from our website www.thardeep.org. Interested bidders who download the bid documents from the website will be required to deposit the tender fee along with their bid.
2. Sealed tenders should reach TRDP Hyderabad office on or before **2PM March 6, 2023** and should be clearly marked "TENDER - Not to be opened before **2:00 PM on March 6, 2023.**"
3. Tenders will be opened on **March 6, 2023, at 2:30 PM** in the presence of suppliers or their representatives, who wish to witness the tender opening.
4. In case a public holiday is announced by the Government (Due to any reason) the tender will be opened the next working day at the same time and venue.
5. The prices must be inclusive of all taxes, delivery/transportation, loading/unloading, packaging, and allied costs up to the point of delivery.
6. A pay order/ demand draft in favor of "**Thardeep Rural Development Programme**" with a value of 5% of the bid amount must also accompany the bid as Tender Guarantee. Bids received without Tender Guarantee may be rejected. If the selected bidder refuses to sign the supplies contract, TRDP reserves the right to forfeit the bid security.
7. Bids received without samples may be rejected.
8. The Supplier must quote only one option for each item. Bids received with more than one option and rates may be rejected. A partial quotation for any lot will be rejected.
9. Tender committee reserves the right to change the quantities or cancel/reject any or all offers without assigning any reason.
10. Suppliers must not be engaged in any corrupt, fraudulent, collusive, or coercive practices including but not limited to applying/ bidding by multiple names/companies. If any bidder is found to be involved in such practices his/her bid may be rejected and the companies in question permanently blacklisted
11. Lowest price will not be the sole criteria; quality, delivery time, and previous experience will also be considered.

TRDP Hyderabad office: House # C-2 Zeeshan Housing, Street 01, Citizen Colony, Qasimabad, Hyderabad



Doc 2: Letter of Invitation to Tender

Date February 28, 2023

Tender ref: 1289/January/2023/02

Dear Sir/Madam,

SUBJECT: INVITATION TO TENDER FOR THE PROVISION OF TOOL KITS FOR TRAINEES AND CONSUMABLE MATERIAL FOR SKILL TRAINING ON WOMEN'S GARMENTS

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

- A. Instructions to Tenderers (See Doc 3)**
- B. Standard Terms and Conditions (See Doc 4)**
- C. Price Schedule (See Doc 5)**
- D. Tenderer's Relevant Experience (See Doc 6)**
- E. Tenderers Declaration (See Doc 7)**
- F. Proposed Tool Kit for Skill Training (See Doc 8)**
- G. Code of Conduct and associated policies – Anti- Fraud Policy (See separate folder)**

We look forward to receiving your tender on or before **March 6, 2023 2PM** 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 TRDP Head office.

- 1. Price Schedule (Financial Offers)- Use format/template available in in tender pack**
- 2. Tenderer's Relevant Experience (Use format/template available in in tender pack) supported by copies of similar nature purchase order/ contract"**
- 3. Tenderers Declaration (Signed/stamped) - Use format/template available in in tender pack**
- 4. Technical Specification (Where applicable)**
- 5. Copy of the valid registration certificate, Sale tax registration number and national tax number**
- 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 **March 6, 2023 2:30 PM** and should bear the tender reference specified above on the outside of the envelope for identification purposes.

Yours sincerely,

Ramesh Kumar
Procurement Specialist
TRDP Mithi

Doc 3: Instructions to Tenderers

1. Supplies to be provided

Provision of Tool kits and Consumable Material for Skill Training on Women's Garments in 4 districts Mirpurkhas, Sanghar, Shaheed Benzirabad, and Jacobabad, Sindh.

A - Skill Training Tool Kit

Sr. No.	Items	Description	Unit	Required Qty
1	Sewing Machine	Standard manual Sewing Machine High Quality (1 Year Brand Warranty). With cover and wooden base (With steel plate having logos for visibility)	Nos.	80
2	Inch Tape	Soft and thick measuring tape: made for vinyl, soft, thick and comfortable, suitable for measuring rounded or flat surfaces, ideal for measuring. With 5feet length	Nos.	80
3	Scissor	Standard stainless steel made (09 No.) scissor used for professional cutting	Nos.	80
4	Tailoring Chalk	Sewing Chalk Dressmakers Tailor Chalk 01 each (Mix Color Total 25 in each kit)	Nos.	80
5	Bukram	Loosely woven fabric/ Hard Buckram (Cutting of 05 Meters)	Meter	400
		Non-woven/Soft Paper Bukram (Cutting of 05 Meters)		400

Sr. No.	Items	Description	Unit	Required Qty
6	Thread	Polyester Sewing Thread (Multi colors) Packet (10 Rills in each Packet)	Packet	400
7	Needles	Stainless steel Needles 50 Packets for machine Needles (12 and 14 No.) 75 packets Hand stitching needles (6, 7, 8 No.)	Packet	400
8	Common Pin	Common Pin Red Box	Packet	80
9	Tracing Wheel	Tools of Trade Tracing Wheel made of stainless steel with wooden handle (7.3" length of tool, wheel dia 0.9")	Nos.	80
10	Thread Cutter	Standard Steel Thread Cutter made of rust-free material	Nos.	80
11	Button	Basics Buttons (Multi-colors)	Packet (100 in each Packet)	80
12	Scales Sets. used for tailoring	Wooden L-scale-1 pc-hip-curve-1 pc- leg-curve-1 pc - 24" wooden ruler	Sets.	80
13	Machine oil	In 1 liter plastic can having small standard size plastic oil bottle	Bottle	80

Sr. No.	Items	Description	Unit	Required Qty
14	Charcoal Iron	Charcoal Iron made of Steel with Wooden Handle Weight with Wooden handle 2 kg	Nos.	80
15	Bobbin with bobbin case	Steel standard size bobbin (Set of 5)	Nos.	400
16	Tailoring notching tool	Punching of 1/8" x 1/4" notches on fabric	Nos.	80
17	Yardstick	Aluminum yardstick of 36"	Nos.	80
18	Tracing paper	Different colour (Set of 5)	Packet	400

2. Closing date and time for submission of tenders :

March 6, 2023 at Time 2 PM (Please cross check with tender notice and other documents)

3. Submission of tenders

TRDP Hyderabad office: House # C-2 Zeeshan Housing, Street 01, Citizen Colony, Qasimabad, Hyderabad

4. Timetable for provision

To be provided by the bidder- the bidders are required to provide realistic delivery time for the goods/services in relevant section of price schedule.

5. Language of offers

All tenders documents are to be submitted in English

6. Period of validity of offers

All bids must be valid for a minimum of Sixty (60) Days from the tender submission date.

7. Currency

All tender submissions should be received in Pakistani Rupee

8. Incoterms

The incoterm for the supplies is DDP.

<http://www.iccwbo.org/incoterms/id3040/index.html>

9. Terms

A pay order/ demand draft in favor of “TRDP” with a value of 5% of the bid amount must also accompany the bid as Tender Guarantee. Bids received without Tender Guarantee may be rejected. If the selected bidder refuses to sign the supplies contract, then TRDP reserves the right to forfeit the bid security.

Bids received without samples may be rejected.

The prices must be inclusive of all taxes, delivery / transportation, loading / unloading, packaging and allied costs up to the point of delivery.

Bidders must quote only one option for each item. Bids received with more than one options and rates may be rejected. Partial quotation for any lot will be rejected.

Tender committee reserves the right to change the quantities or cancel/reject any or all offers without assigning any reason.

Lowest price will not be the sole criteria; quality, delivery time and previous experience will also be considered.

Suppliers must not be engaged in any corrupt, fraudulent, collusive or coercive practices including but not limited to applying/ bidding by multiple names / companies. If any bidder is found to be involved in such practices his/her bid may be rejected and the companies in question permanently black listed

10. Lots

Single Lot

11. Type of contract

Contract/supply agreement

12. Samples Required

Samples must be submitted on or before **March 6, 2023 at 2PM Hrs** at **Address: TRDP House # C-2 Zeeshan Housing, Street 01, Citizen Colony, Qasimabad, Hyderabad**, with the name of the bidder clearly marked with irremovable ink. The samples of the successful bidders will not be returned, however the samples submitted by the bidders who do not qualify will be returned after 10 days of the opening of the tender. The bidders who do not qualify can collect their sample within 7 days of unsuccessful notice. Unsuccessful bidder

will be responsible for collecting the sample from the address where they have submitted the samples.

13. Tender guarantee

A tender guarantee of 5% of the bid submitted must accompany the bid in shape of a demand draft / pay order / call deposit; favouring "Organization Name". Bids received without Tender Guarantee may be rejected. If the selected bidder refuses to sign the supplies contract then Organization Name reserves the right to forfeit the bid security. Once the contract has been awarded to successful bidder his/her bid security will be converted into performance guarantee.

14. Site Visit

It supplier's/tenderer responsibility to aware about typography/access to project area. Organization can facilitate the selected bidders in securing No Object Certificate (NoC) where required.

15. Content of tenders

1. **Instructions to Tenderers (See Doc 3)**
2. **Terms and Conditions (See Doc 4)**
3. **Price Schedule (See Doc 5)**
4. **Tenderer's Relevant Experience (See Doc 6)**
5. **Tenderers Declaration (See Doc 7)**
6. **Concern Safeguarding Policies (See Doc 8)**
7. **Concern Anti-Fraud Policy 2017 (See Doc 9)**

16. Opening of tenders

March 6, 2023 2PM Hrs at TRDP House # C-2 Zeeshan Housing, Street 01, Citizen Colony, Qasimabad, Hyderabad in the presence of suppliers or their representatives, who wish to witness the tender opening.

17. Evaluation of tenders

Lowest price will not be the sole criteria; quality, delivery time and previous experience will also be considered. Bidders can apply for a single item or all items. Concern reserves the right to divide the order item or supplier wise.

18. Clarification meeting

Potential tenderers can seek clarification on the tender dossier by email to following email and phone number;

Email: procurement@thardeep.org

Phone Number: **0232-261661**

19. Cancellation of the tender procedure

Tender evaluation committee reserves the right to cancel/reject any or all offers without assigning any reason. Tender might be cancelled due to non-receipt of a minimum number of bids, a change in specification of the material/services, cancellation/non approval of project NoC from Government, the costs exceeding budgetary limits or the project being cancelled by donor.

20. Appeals Process

Bidders reserve the right to make an appeal against the decision of the tender committee. The appeals should be in writing and for the attention of the Head of Operation, TRDP Mithi.

21. Data protection

TRDP guarantees that all procurement activities are fully and transparently documented for internal or donor audit purposes. TRDP guarantees the confidentiality of the procurement process.

22. Donor

The project is supported by Concern Worldwide. As per the requirement, the supplier is required to ensure the visibility of Concern through using logos on material/construction work or on packing depending on the nature of supplies/services.

23. Complaints Mechanism

Following are the contact details for any complaints and feedback; as per the procedures, all sensitive complaints are investigated through documented procedures.

- a) Contact: Thardeep Rural Development Programme, email complaints@thardeep.org
Contact Numbers 0232-261661
- b) Can also contact to Concern Worldwide complaints Contact Number 0302-8500356
Email Address: complaints.pk@concern.net

Doc 4: Standard Terms and Conditions

Unless the context indicates otherwise, the term “Buyer” and “Contracting Authority” refers to Thardeep Rural Development Programme (TRDP) The term “Supplier” and “Contractor” 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 supply/service Contract, 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 shall not seek nor accept instructions from any source external to TRDP in relation to the performance of the Contract.

3) Assignment: The Supplier 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 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 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 Contracting Authority/Buyer and shall be treated as confidential. All such data should be delivered to the authorized officials representing the Buyer upon request.

5.1) The Supplier may not communicate at any time to any other person, government or authority external to Contracting Authority/Buyer, any information that has been compiled through association with Contracting Authority/Buyer which has not been made public except with written authorization from the Contracting Authority/Buyer. These obligations do not lapse upon termination of the contract.

5.2) As per USAID standard provision “M 26: Prohibition on requiring certain internal confidentiality agreements or statements”. Following points of the provision must be followed during the implementation of this contract;

- a) The Contractor must not require its employees or contractors to sign or comply with internal confidentiality agreements or statements that prohibit or otherwise restrict employees or contractors from lawfully reporting waste, fraud, or abuse related to the performance of this contract to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information (for example, the Agency Office of the Inspector General).
- b) The Contractor must notify current employees and contractors that prohibitions and restrictions of any pre-existing internal confidentiality agreements or statements covered by this provision, to the extent that such prohibitions and restrictions are inconsistent with the prohibitions of this provision, are no longer in effect.
- c) The Contractor must include the substance of this provision, including this paragraph (C), in contracts under this 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 supplying goods or services to the Buyer, nor shall the Supplier in any way whatsoever use the name or emblem of Contracting Authority/Buyer 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) Force Majeure: The meaning of the term can be taken to mean acts of God, war (declared or not), invasion, revolution, insurrection or acts similar in nature or force.

8.1) In the event of and as soon as possible after the occurrence of any cause deemed *force majeure*, the Supplier must inform the Buyer of the full particulars in writing. If the supplier is rendered unable either in part or in whole to perform its obligations then the Buyer shall take such action as it considers, in its sole discretion, to be appropriate or necessary in the circumstances.

8.2) If the Supplier is permanently rendered incapable in whole or part by reason of *force majeure* to complete its obligations and responsibilities under the Contract then the Buyer will have the right to suspend or terminate the contract on the same terms and conditions laid out in section 9, Cancellation.

9) 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/Board of Director of Buyer /Donor and/or lack of funding. In such a case the Supplier shall be reimbursed by Buyer for all reasonable costs incurred by the Supplier, including all materials satisfactory delivered and conforming to specification and terms of contract, prior to receipt of the termination notice.

9.1) Should the Supplier encounter solvency problems including, but not limited to, bankruptcy, liquidation, receivership and similar, the buyer reserves the right to terminate the contract immediately without prejudice to any other right or remedy it may have under the terms of these conditions.

10) Warranty: The Supplier shall provide the Buyer with all manufacturers' warranties. The Supplier warrants that all goods supplied in relation to the Contract meets specification, is defect free and is fit for the purpose of the intended use. If, during the warranty period, the goods are found to be defective or non- conforming to specification, the Supplier shall promptly rectify the defect. If the defect is permanent then at the choice of the Buyer the Supplier will either replace the item at their cost or reimburse the Buyer.

11) Inspection and Test: The Supplier must inspect the goods prior to dispatch to ensure conformance to specification and/or any other provisions of the contract. The Buyer reserves the right to inspect the goods 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 in writing. In such a case the Supplier shall take the necessary action to ensure compliance, liability for any additional cost incurred for rectifying compliance will rest with the Supplier.

12) Changes: The Buyer reserves the right to make reasonable changes at any time to the specification, drawings, plans, quantity, packing instructions, destination, or delivery instruction. If any such change affects the price of goods or performance of service the Supplier and Buyer may negotiate an equitable adjustment to the Contract, provided that the Supplier claims for adjustments in writing to the Buyer within 5 (five) days from being notified of any change.

13) Export Licence: If an export licence or licences are required for the goods, the Supplier has the responsibility to obtain that licence or licences.

14) Payment Terms: Unless otherwise agreed, payment terms will be 10-15 working days from receipt of a correctly prepared invoice.

15) Ethics: The Conduct to which Contracting Authority/Buyer expects all of its suppliers to respect is as follows;

- Suppliers must adhere to International Labour Organisation (ILO) labour conventions, particularly international labour standards, social protection and work opportunities for all.
- Employment is freely chosen.

- The rights of staff to freedom of association and to collective bargaining are respected.
- Working conditions are safe and hygienic.
- No exploitation of children is tolerated.
- Wages paid are adequate to cover the cost of a reasonable living.
- Working hours are not excessive.
- No discrimination is practiced.
- Regular employment is provided.
- No harsh or inhumane treatment of staff is tolerated.
- Local labour laws are complied with.
- Social rights are respected

Additionally, by acceptance by a Supplier, service provider or contractor of a Contracting Authority/Buyer's supply, service or works contract, they understand and agree to abide by the terms of the Concern (the donor/funder) safeguarding policies (Programme Participant Protection Policy, Child Safeguarding Policy and Anti-Trafficking in Persons Policy).

15.1) Environmental Standards - Suppliers should as a minimum, comply with all statutory and other legal requirements relating to environmental impacts of their business. Areas which should be considered are:

- Waste Management.
- Packaging and Paper
- Conservation
- Energy Use
- Sustainability

16) Rights of Contracting Authority/Buyer: Should the supplier 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, exercise one or more of the following rights:

- 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.

16.1) The Contract will be terminated in the event of corrupt, fraudulent, collusive and/or coercive practices and the donor/funder will be informed where such practices may affect their financial interests.

17) Rights of access for test purposes: Contracting Authority/Buyer is contractually obliged to facilitate certain donor's direct access to suppliers for test purposes. This obligation is extended to all Contracting Authority/Buyer suppliers.

18) 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.

19) Concern Compliance: All Suppliers must be compliant with supply, works and service contracts awarded within the framework of humanitarian actions financed by the Concern Worldwide.

Document 5**PRICE SCHEDULE**

Please mention your bid / quote on this form dually sign and stamp on each page. All supplies/services are to be delivered at Mirpurkhas, Sanghar, Shaheed Benzirabad, and Jacobabad, Sindh.

Provision of Tool kits and Consumable Material for Skill Training on Women's Garments in Mirpurkhas, Sanghar, Shaheed Benzirabad, and Jacobabad, Sindh.

Sr. No.	Name of Item	Required Specifications	Description of Supplies/Services offered by the bidder (Variety, Type, Species etc.)	Required Quantity	Unit price for 1 Kit inclusive of all taxes, packing, loading/unloading and Transportation to locations (To be filled in PKR) To be filled by Bidder	Total price for 80 kits inclusive of all applicable taxes, packing, loading/unloading, Transportation to locations (col. 5×6) To be filled by Bidder	Delivery Time in Days after PO / Purchase Contract To be filled by Bidder
A - Skill Training Tool Kit							
1	Sewing Machine	Standard manual Sewing Machine High Quality (1 Year Brand Warranty). With cover and wooden base (With steel plate having logos for visibility)	Nos.	80			
2	Inch Tape	Soft and thick measuring tape: made for vinyl, soft, thick and comfortable, suitable for measuring rounded or flat surfaces, ideal for measuring. With 5feet length	Nos.	80			

3	Scissor	Standard stainless steel made (09 No.) scissor used for professional cutting	Nos.	80			
4	Tailoring Chalk	Sewing Chalk Dressmakers Tailor Chalk 01 each (Mix Color Total 25 in each kit)	Nos.	80			
5	Bukram	Loosely woven fabric/ Hard Buckram (cutting of 05 Meters)	Meter	400			
		Non-woven/Soft Paper Bukram (cutting of 05 Meters)		400			
6	Thread	Polyester Sewing Thread (Multi colors) Packet (10 Rills in each Packet)	Packet	400			
7	Needles	Stainless steel Needles 50 Packets for machine Needles (12 and 14 No.) 75 packets Hand stitching needles (6, 7, 8 No.)	Packet	400			
8	Common Pin	Common Pin Red Box	Packet	80			
9	Tracing Wheel	Tools of Trade Tracing Wheel made of stainless steel with wooden handle (7.3" length of tool, wheel dia 0.9")	Nos.	80			
10	Thread Cutter	Standard Steel Thread Cutter made of rust free material	Nos.	80			
11	Button	Basics Buttons (Multi-colors)	Packet (100 in each Packet)	80			
12	Scales Sets. used for tailoring	Wooden L-scale-1 pc-hip-curve-1 pc-	Sets.	80			

		leg-curve-1 pc - 24" wooden ruler					
13	Machine oil	In 1 liter plastic can having small standard size plastic oil bottle	Bottle	80			
14	Charcoal Iron	Charcoal Iron made of Steel with Wooden Handle Weight with Wooden handle 2 kg	Nos.	80			
15	Bobbin with bobbin case	Steel standard size bobbin (Set of 5)	Nos.	400			
16	Tailoring notching tool	Punching of 1/8" x 1/4" notches on fabric	Nos.	80			
17	Yardstick	Aluminum yardstick of 36"	Nos.	80			
18	Tracing paper	Different colour (Set of 5)	Packet	400			
Total Amount in PKR for 80 Kits							

Grand Total Amount in words: _____

Name of Bidder _____ Signature & Stamp of Bidder _____ Date _____

Contact Number _____ Email Address _____

Office Address _____

Document 6: Tenderer's Relevant Experience

Please complete the table below using the format to summarise the **major relevant supplies/services** carried out in the course of the past 3 years by the tenderer. The number of references to be provided must not exceed **15** for the entire tender. We will contact listed referees to confirm reference so suppliers should notify their referees to advise them of this course of action.

NGO/Company Name	Contact Details in NGO/Co.	Country	Total Contract value	Dates	Description of Contract	Related Services/supplies Provided

Note: Please provide copies of the previous purchase orders/contract of above provided relevant experience

Document: 7

Tenderer's Declaration

In response to your letter of invitation to tender for the above contract, we, the undersigned, hereby declare that:

- 1 We have examined and accept in full the content of the dossier for invitation to tender (Including Concern's Safeguarding policies March 2019). We hereby accept its provisions in their entirety, without reservation or restriction.
- 2 We offer to deliver, in accordance with the terms of the tender dossier and the conditions and time limits laid down, without reserve or restriction:
- 3 The price of our tender is:
[.....]
- 4 We will grant a discount of [%], or [.....] [in the event of our being awarded].
- 5 This tender is valid for a period of 60 days from the final date for submission of tenders.
- 6 We will inform Thardeep Rural Development Programme (TRDP) immediately if there is any change in the above circumstances at any stage during the implementation of the contract. We also fully recognise and accept that any inaccurate or incomplete information deliberately provided in this application may result in our exclusion from this and other contracts of the contracting authority.
- 9 We note that Thardeep Rural Development Programme (TRDP) is not bound to proceed with this invitation to tender and that it reserves the right to award only part of the contract.
- 10 We agree to adhere to all of the terms and conditions of the contracting authority as provided in the tender dossier.
- 11 We confirm that we are not engaged in any corrupt, fraudulent, collusive or coercive practices and acknowledge that if evidence contrary to this exists, Thardeep Rural Development Programme (TRDP) reserves the right to terminate the contract with immediate effect.
- 12 We are not bankrupt or being wound up, are having our affairs administered by the courts, have not entered into an arrangement with creditors, have not suspended business activities, are not the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
- 13 We have not been convicted of an offence concerning professional conduct by a judgment which has the force of res judicata
- 14 We have not been guilty of grave professional misconduct proven by any means which the contracting authority can justify. We have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which we are established or with those of the country of the contracting authority or those of the country where the contract is to be performed
- 15 We have not been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the European Communities financial interests
- 16 We are not currently subject to an administrative penalty referred to in Article 96(1) of the European Commission Financial Regulation
- 17 We are not subject to a conflict of interest in accordance with Article 94(a) of the European Commission Financial Regulation
- 18 We confirm that we have read and understand the Concern Safeguarding Policies (Programme Participant Protection Policy, Child Safeguarding Policy and Anti-Trafficking in Persons Policy) and agree to abide by the terms of these policies in all of our activities under any supply, service or works contract.

Additionally we commit to abide by the points listed below;

- Employment is freely chosen.
- The rights of staff to freedom of association and to collective bargaining are respected.
- Working conditions are safe and hygienic.
- No exploitation of children is tolerated.
- Wages paid are adequate to cover the cost of a reasonable living.
- Working hours are not excessive.
- No discrimination is practiced.
- Regular employment is provided.
- No harsh or inhumane treatment of staff is tolerated.
- Local labour laws are complied with.
- Social rights are respected

18a Environmental Standards

Suppliers should as a minimum, comply with all statutory and other legal requirements relating to the environmental impacts of their business. Areas that should be considered are:

- Waste Management.
- Packaging and Paper
- Conservation
- Energy Use
- Sustainability

Yours faithfully

Name and Designation:

Date:

Signature:

Stamp:

Counter Terrorism Check-Profile of Supplier / Service Provider

Company Information






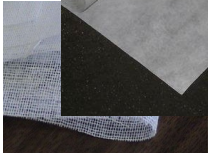
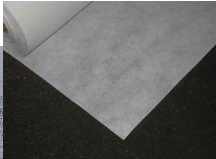
Name of Supplier/Company	
Office Address of Supplier/Company	







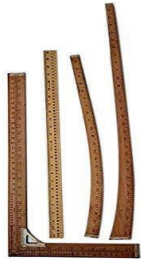
Owner /Proprietor Information


Name of Owner/Proprietor Provide the name of the person who will sign the contract-name as per CNIC	
Address of owner/proprietor	
Computerized National Identity Card Number of Owner/Proprietor	
Date of Birth of Owner/Proprietor	

Doc 8

Proposed Tool Kit for Skill Training on Women's Garments

Sr. No.	Items	Description	Unit	Required Qty	Picture
1	Sewing Machine	Standard manual Sewing Machine High Quality (1 Year Brand Warranty). With cover and wooden base (With steel plate having logos for visibility)	Nos.	80	 
2	Inch Tape	Soft and thick measuring tape: made for vinyl, soft, thick and comfortable, suitable for measuring rounded or flat surfaces, ideal for measuring. With 5feet length	Nos.	80	
3	Scissor	Standard stainless steel made (09 No.) scissor used for professional cutting	Nos.	80	
4	Tailoring Chalk	Sewing Chalk Dressmakers Tailor Chalk 01 each (Mix Color Total 25 in each kit)	Nos.	80	
5	Bukram	Loosely woven fabric/ Hard Buckram (cutting of 05 Meters) Non-woven/Soft Paper Bukram (cutting of 05 Meters)	Meter	400 400	 

6	Thread	Polyester Sewing Thread (Multi colors) Packet (10 Rills in each Packet)	Packet	400	
7	Needles	Stainless steel Needles 50 Packets for machine Needles (12 and 14 No.) 75 packets Hand stitching needles (6, 7, 8 No.)	Packet	400	
8	Common Pin	Common Pin Red Box	Packet	80	
9	Tracing Wheel	Tools of Trade Tracing Wheel made of stainless steel with wooden handle (7.3" length of tool, wheel dia 0.9")	Nos.	80	
10	Thread Cutter	Standard Steel Thread Cutter made of rust free material	Nos.	80	
11	Button	Basics Buttons (Multi- colors)	Packet (100 in each Packet)	80	
12	Scales Sets. used for tailoring	Wooden L-scale-1 pc- hip-curve-1 pc- leg- curve-1 pc -24" wooden ruler	Sets.	80	

13	Machine oil	In 1 liter plastic can having small standard size plastic oil bottle	Bottle	80	
14	Charcoal Iron	Charcoal Iron made of Steel with Wooden Handle Weight with Wooden handle 2 kg	Nos.	80	
15	Bobbin with bobbin case	Steel standard size bobbin (Set of 5)	Nos.	400	
16	Tailoring notching tool	Punching of 1/8" x 1/4" notches on fabric	Nos.	80	
17	Yardstick	Aluminum yardstick of 36"	Nos.	80	
18	Tracing paper	Different colour (Set of 5)	Packet	400	