
STANDARD BIDDING DOCUMENT

Procurement of Goods
(For value up to Nu. 0.25 million)



Royal Government of Bhutan
Ministry of Finance

March 2011

Royal Government of Bhutan
Ngoedrup-Tse Dzong: Chhukha

Supply of utility, linens and stationery items for the FY2019-2020

Preface

This Standard Bidding Document for the Procurement of Goods has been prepared by the Public Procurement Policy Division (PPPD), Ministry of Finance to be used for the Procurement of Goods through National Competitive Bidding in projects that are financed in whole or in part by the Royal Government of Bhutan (RGoB). It should be used in conjunction with the Procurement Rules and Regulations.

The instructions in italics and footnotes provided are for guidance and are not part of the document therefore it should be removed while preparing the bid document.

Those wishing to submit comments or questions on this Bidding Document or to obtain additional information on procurement can contact:

Public Procurement Policy Division
Ministry of Finance
Royal Government of Bhutan
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Telephone no. 00975 2 336962, fax no. 336961

Invitation for Quotation (IFQ)

Project title: **Supply of utility, linens and stationery items for the FY2019-2020**

Source of Funding: **RGOB**

Contract Ref: CDA/Proc-01/2019-2020/84 dated 9th July 2019

To:

Dear Sir/Madam,

1. You are invited to submit your priced bid for the supply of the following items;

- i) **Utility items**
- ii) **Linens**
- iii) **Stationery items**

[Information on technical specifications and required quantities are included in our price schedule)]

2. The bidder(s) must quote for all the items under this invitation. Price quotations will be evaluated for all the items together and contract awarded to the firm offering the lowest evaluated total cost of all the items.
3. The bidder(s) shall submit one original of the priced quotation with the Form of Bid and clearly marked ORIGINAL. In addition, the bidder(s) should also submit one copy marked as COPY. The quotation including all documents in the attached format should be sealed in an envelope as required by PRR 2009 clause 5.1.7.2 and addressed to and delivered at the following address

Your quotation in the required format should be addressed and submitted to:

**Chairman,
Dzongkhag Tender Committee
Ngoedruptse Dzong: Chhukha**

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4. The deadline for receipt of your quotation(s) by the purchaser at the indicated address is **30th July 2019 latest by 10:00AM** and will be opened on the same day by 10:30AM in the conference hall.
 5. The bid shall be accompanied by a bid security of Nu.10,000.00 [insert amount] in the form of cash warrant, demand draft or unconditional Bank Guarantee valid till 30th September 2019. Any bid not accompanied by bid security shall be treated as non responsive.
 6. Quotation by fax or by electronic means **are not** acceptable
 7. The quotation should be submitted as per the following instructions and in accordance with the attached Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.
 - a) **PRICE:** all prices shall be quoted in Ngultrum. The quoted price shall be inclusive of all related costs including taxes, duties and other levies to the final place of delivery. The final place of delivery is Tshimalakha General Hospital, Chhukha.
 - b) **EVALUATION OF QUOTATION:** offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their quoted prices. In evaluating the quotations, the purchaser will determine for each quotation the evaluated price by adjusting the priced quotation by making any correction for any arithmetical errors as follows;
 - (i) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - (ii) where there is discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern unless in the opinion of the Employer there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line item total as quoted shall govern, and the unit rate shall be corrected.
 - (iii) if the supplier refuses to accept the correction, this quotation will be rejected and the bid security shall be forfeited.
 - c) **AWARD OF PURCHASE ORDER:** the award will be made to the bidder who is offering the lowest price that meets the specifications. The successful bidder will
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sign a contract as per attached form of contract and terms and conditions of supply.

d) **VALIDITY OF THE OFFERS:** your quotation(s) shall be valid for a period of 60days from the deadline for receipt of quotation(s).

8. Further information can be obtained from: Dzongkhag Procurement unit and Tshimalakha General Hospital Administrative unit
9. The Tshimalakha General Hospital has a budget allocation for the purchase of Goods and wishes to apply some of that allocation for the purchase of Goods for which this Request for Quotation is issued.
10. Depending on the final requirement, the purchaser may increase or decrease the quantities by fifteen percent (15%) of the purchase order.
11. The quotation(s) will be opened in the presence of bidders or their representatives who choose to attend at the specified venue and time.
12. The Purchaser is not bound to accept the lowest bid and reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
13. The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the supply order (sample form attached).
14. Normal commercial warranty/guarantee shall be applicable to the supplied goods.
15. Ten percent (10%) of the Contract Price shall be paid within thirty (30) days of signing of the Contract, and upon submission of a claim and an advance payment guarantee for the equivalent amount valid until the Goods are delivered and in the form provided in the Bidding Documents.
16. Ninety percent (90%) of the Contract Price shall be paid to the Supplier within thirty (30) days after the date of the acceptance certificate for the respective delivery issued by the Purchaser. The ten (10) percent performance security shall be retained as security deposit and paid at the end of the warranty period or after six (6) months whichever is later after adjustment of dues if any.

| Price schedule for Supply of Ready made Linens for the FY 2019-2020 | | | | | | |
|---|-------------------------------|---|---|-----------|------|---------|
| Sl. # | Item Description | Size | Specifications | Unit | Rate | Remarks |
| 1 | Gown Wrapper | 1m x 1m square with tail 1.3m long. | Brown Khaki Cloth (double layers), double stitches at tail and drape joint | per piece | | |
| 2 | Drapes | Large: 2m x 2m | Green- double layer | per piece | | |
| | | Medium: 1.5m x 1.5m | Green- double layer | per piece | | |
| | | Small: 1m x 1m | Green- double layer | per piece | | |
| 3 | Draps Wrapper with Tail 1.3ML | 1.5m x 1.5m | Brown Khaki Cloth (double layers), double stitches at tail and drape joint | per piece | | |
| 4 | Instrument set wrapper | 115cm x 115cm | Green with tail(1.5m)/ double layer(double stitiches at tail and drape joint) | per piece | | |
| | | 1m x 1m | Green with tail(1.5m)/ double layer(double stitiches at tail and drape joint) | per piece | | |
| | | 1m x 1m | Green/Double layer without tail | per piece | | |
| | | 76cm x 76cm | Green with tail(1m)/ double layer(double stitiches at tail and drape joint) | per piece | | |
| | | 76cm x 76cm | Green/Double layer without tail | per piece | | |
| 5 | Dressing Set Wrapper | L-50cm x W- 50cm square with tail 0.5m long | Green Teri Cotton (double layers), double stitches at tail and drape joint | per piece | | |

| | | | | | | |
|----|--|-----------|----------------------------------|------------------|--|--|
| 6 | Hand Towel | | Green Cashment (single layer) | per piece | | |
| 7 | Gown Patient | Large | Green Cashment half sleeve | per piece | | |
| 8 | Gown Patient | Medium | Green Cashment half sleeve | per piece | | |
| 9 | Gown Patient | Small | Green Cashment half sleeve | per piece | | |
| 10 | Gown Patient Attendent | Large | | per piece | | |
| 11 | Gown Patient Attendent | Medium | | per piece | | |
| 12 | Gown Patient Attendent | Small | | per piece | | |
| 13 | Perennial Sheet | 80cmX80cm | Green Teri Cotton | per piece | | |
| 14 | Hole towel | 42cmX42cm | Green | per piece | | |
| 15 | Hole towel | 54cm78cm | Green | per piece | | |
| 16 | Spinal tray wrapper | | Green | per piece | | |
| 1 | Table cloth | 56" width | Any colour/Bombay Dying | | | |
| 2 | Cotton cashment | 56" width | Green/S Kumar | | | |
| 3 | Cotton khaki | 30" width | Khaki/S Kumar | S Kumar | | |
| 4 | Teri cotton | 56" width | Green/RR Tericotton | RR Tericotton | | |
| 5 | Netted Curtain | 44" width | Any Colour/GM | GM | | |
| 6 | Thick Plain window Curtain cloth | 48" width | Any Colour /GM | GM | | |
| 7 | Thick Printed Window Curtain cloth | 48" width | Any Colour /GM | GM | | |

| | | | | | | |
|----|---|------------|-------------------------|--------------|--|--|
| 8 | Towel for V.V.I.P use | Large Size | Any Colour/Bombay Dying | Bombay Dying | | |
| 9 | Vertical Blinds (Window Curtain) | sq.mtr | Any colour /Nova | Nova | | |
| 10 | Dressing set Cover(Double layered with tail 1 mtr long) | 40cmX40cm | Khaki | | | |
| 11 | Delivery set Cover(Double layered with tail 30" long) | 85cmX85cm | Khaki | | | |
| 12 | Suture set cover (Double layered with tail) | | Khaki | | | |
| 13 | Green Drape double layer without tail | 47" x 47" | Teri cotton/ RR | RR | | |
| 14 | Drape double layer with tail 1 mtr long | 1m x 1m | Khaki | | | |
| 15 | Hand Towel | 25cmX25cm | Green /single layer | single layer | | |
| 16 | Shoe cover | 15" x 7" | Grey | | | |

Price schedule for supply of readymade Staff Uniform for the FY 2019 -20

| Sl. No . | Colour of Cloth (Material) | Cloth | Catagories | Remarks | Rate | Remarks |
|----------|-----------------------------|-----------------------|------------|----------------------------|------|---------|
| 1 | Suiting Cloth White (Thick) | Apron Coat/ Lab. Coat | Doctors | Individual Measurem emt | | |

| | | | | | | |
|---|--|---------------------------------------|----------------------------|-------------------------------|--|--|
| | | Apron Coat | Cooks | Individual Measurem emt | | |
| 2 | Suiting Cloth Black Pant and White Shirting | Pant and Shirt set | Drivers | Individual Measurem emt | | |
| 3 | Suiting Cloth Light blue/Navy blue | Pant and Shirt Set | Ward boy | Individual Measurem emt | | |
| | | Kira and Shirt set | Ward girl | Individual Measurem emt | | |
| 4 | Suiting Cloth Light blue/Navy blue | Pant and Shirt set | Sweeper | Individual Measurem emt | | |
| | | Kira and Shirt set | Sweeper | Individual Measurem emt | | |
| | | Pant and Shirt set | Gardiner | Individual Measurem emt | | |
| | | Kira and Shirt set | Gardiner | Individual Measurem emt | | |
| 5 | Suiting Cloth Gray | Pant and Shirt set | Maintenance/ Electrical | Individual Measurem emt | | |
| 6 | Polo T-Shirt | Half sleeve (Light blue/Navy blue) | Cooks | Individual Measurem emt | | |

| | | | | | | |
|---|--------------|------------------------------------|-------|------------------------|--|--|
| 7 | Polo T-Shirt | Full Sleeve (Light blue/Navy blue) | Cooks | Individual Measurement | | |
|---|--------------|------------------------------------|-------|------------------------|--|--|

Stationery and miscellaneous items F.Y 2019-2020

| S.N | Particulars | Brand | Unit | Rate |
|-----|---------------------------------|--|------|------|
| 1. | MISCELLANEOUS AND UTILITY ITEMS | | | |
| 1. | Arch file A4 size | Ambassador Kangaroo clip with plastic Coated | No | |
| 2. | Arch file A4 size | Executive | No | |
| 3. | Aluminum pot 15 ltr | Thick & best quality | No | |
| 4. | Aluminum pot 10 ltr. | Thick & best quality | No | |
| 5. | Aluminum Pot 5 ltrs | Thick & best quality | No | |
| 6. | Aluminum ladle Big | Best quality | No | |
| 7. | Aluminum ladle medium | Best quality | No | |
| 8. | Aluminum ladle small | Best quality | No | |
| 9. | Brush Toilet | Supreme | No | |
| 10. | Brush (cloth washing) | Supreme | No | |
| 11. | Battery Lithium 3 volt | Peasonic | No | |
| 12. | Battery A3 (triple) | Eveready | Pair | |
| 13. | Battery Large | Eveready | Pair | |
| 14. | Battery Medium | Eveready | Pair | |
| 15. | Battery pencil | Eveready | Pair | |
| 16. | Bucket with lid,100ltr. | Supreme | No | |
| 17. | Bucket with lid 80ltr. | Supreme | No | |
| 18. | Bucket with lid 75ltr. | Supreme | No | |
| 19. | Bucket with lid 50 ltr. | Supreme | No | |
| 20. | Bucket with lid 30 ltr. | Supreme | No | |
| 21. | Bucket with lid 20 ltr. | Supreme | No | |
| 22. | Bucket with lid 15 ltr. | Supreme | No | |
| 23. | Bucket with lid 10 ltr. | Supreme | No | |
| 24. | Baygon spray,500ml | Hit | No | |
| 25. | Blue robbin,75 ml | Dazzling whiteness | No | |
| 26. | Colin spray,500ml | Colin | No | |
| 27. | Chart hanger with clip | Telcon | No | |
| 28. | Cloth clip | Nataraj | Dz. | |
| 29. | Candle, big | Aroson | No | |
| 30. | Carbon paper blue single | | pkt | |
| 31. | Cello tape white (2" x 10 dys) | Plastic | Roll | |
| 32. | Cell tape white(2" x 30 dys) | Plastic | Roll | |
| 33. | Cell tape Brown (2 " X 10 dys) | Plastic | Roll | |

| | | | | |
|-----|------------------------------------|---------------------------------|---------|--|
| 34. | Cell tape Brown (2" X 30 dys) | Plastic | Roll | |
| 35. | Cell tape Yellow (2" X 10 dys) | Plastic | Roll | |
| 36. | Cell tape Yellow (2" X 30 dys) | Plastic | Roll | |
| 37. | Cell Tape Red (2" X 10 dys) | Plastic | Roll | |
| 38. | Cell tape Red (2" X 30 dys) | Plastic | Roll | |
| 39. | Cell tape Blue(2 " X 10 dys) | Plastic | Roll | |
| 40. | Cell tape Blue (2" X 30 dys) | Plastic | Roll | |
| 41. | Cell tape Green (2" X 10 dys) | Plastic | Roll | |
| 42. | Cell tape Green (2" X 30 dys) | Plastic | Roll | |
| 43. | Cell tape Black(2" X 10 dys) | Plastic | Roll | |
| 44. | Cell tape Black (2"X 30dys) | Plastic | Roll | |
| 45. | Chart paper | Different color ,Thick | Sheet | |
| 26. | Correcting fluid-pen type | Kores | No | |
| 27. | Carbon paper, blue double | | pkt | |
| 28. | Calculator | Ciziton(CT-512 Check & correct) | No | |
| 29. | Cup (curry) | Dhaka | No | |
| 30. | Curry serving spoon ,Medium | Aluminum | No | |
| 31. | Curry serving spoon, small | Aluminum | No | |
| 32. | Dust collector | Supreme | No | |
| 33. | Disposable plastic cup | | Pkt | |
| 34. | Disposable paper plate | | Pkt | |
| 35. | Dust bin with lid 50 ltr | Different color | No | |
| 36. | Dust bin with lid 30 ltr | Different color | No | |
| 37. | Dust bin with lid 20 ltr | Different color | No | |
| 38. | Dust bin with Lid 15 ltr. | Different color | No | |
| 39. | Dust bin Net, medium size | | No | |
| 40. | Dust bin Net, small size | | No | |
| 41. | Dust bin(wheel) with lid 50 ltr. | | No | |
| 42. | Dust bin (wheel) with lid 30 lts | | No | |
| 43. | Envelop white 4" X 9 " | | No | |
| 44. | Envelop[Brown 4" X 9" | | Per box | |
| 45. | Envelop White 5" X 11" | | Per box | |
| 46. | Envelop Brown 5 " x 11" | | Per box | |
| 47. | Envelop A3 size | Thick | Per box | |
| 48. | Eraser white big | | No | |
| 49. | Envelop (Bhutanese paper) 5" X 11" | | Per box | |
| 50. | Flat file ring with clip | | No | |

| | | | | |
|-----|--|-----------------------------|--------|--|
| 51. | Flat file (Yellow) | Ambassador (plastic coated) | No | |
| 52. | Folding file cover | | No | |
| 53. | File D-2 ring binder file(File max A-S) | | No | |
| 54. | FC paper plain A4 size(500 sheet) | | ream | |
| 55. | FC paper ruled A4 size(500 sheet) | | ream | |
| 56. | Floor mopping 2 ft | Mayor (good quality) | No | |
| 57. | Floor mopping 1 lt | Mayor (good quality) | No | |
| 58. | Floor wiper (Phuery) 2 ft | Innavo(good quality) | No | |
| 59. | Floor wiper (Phuery 1 ft | Innavo (good quality) | No | |
| 60. | Floor brush (Coconut jute) | | No | |
| 61. | Flask big | | No | |
| 62. | Flask medium | | No | |
| 63. | Foot mat, big | | No | |
| 64. | Foot mat, meduim | | No | |
| 65. | Gems clip 35 mm | | pkt | |
| 66. | Gems clip 20 mm | | pkt | |
| 67. | Gems clip 50 mm | | pkt | |
| 68. | Glue stick, 35 gm | | No | |
| 69. | Glue stick, 15 gm | | No | |
| 70. | Glue, 150 ml | | bottle | |
| 71. | Glue, 50 ml | | bottle | |
| 72. | Gas pipe | Surya | No | |
| 73. | Gas lighter | Good quality | No | |
| 77. | Gas regulator | Good quality | No | |
| 78. | Gas stove self-lighter double burner | High pressure | No | |
| 79. | Gas stove single burner | High pressure | No | |
| 80. | Harpic,500ml | Power plus | No | |
| 81. | Hot case, big (40 head) | Best | No | |
| 82. | Hot case, medium(20 head) | Best | No | |
| 83. | Jerry can,10ltr | | No | |
| 84. | Jerry can, 5 ltr. | | No | |
| 85. | Plastic jug | Utility | No | |
| 86. | Phenol,500 ml | Herble | No | |
| 87. | Plate | Dhaka | No | |
| 88. | Pressure cooker, 3 ltr. | Hawakins | No | |
| 89. | Pressure cooker, 5 ltr. | Hawakins | No | |
| 90. | Pressure cooker, 10ltr. | Hawakins | No | |
| 91. | Patang,meat cutting knife | Best quality | No | |
| 92. | Paper tray 4 story | | No | |
| 93. | Permanent marker pen | Snowman(different color) | No | |
| 94. | Board marker pen | Snowman | No | |

| | | | | |
|------|--------------------------------|------------------|------|--|
| 95. | Rice cooker 5 ltrs | Sharp(nonstick) | No | |
| 96. | Rice cooker, 10 ltrs | Sharp (nonstick) | No | |
| 97. | Rice cooker 15 ltrs | Sharp(nonstick) | No | |
| 98. | Room freshener | Odonil | No | |
| 99. | Surf powder,1 kg | Henko | kg | |
| 100. | Soap,125 gm | Life buoy | No | |
| 101. | Soap,310 gm | Vim bar | No | |
| 102. | Soap,150 gm | Ok | No | |
| 103. | Soap,75 gm | Detol | No | |
| 104. | Soap,75 gm | Nepal | No | |
| 105. | Super glue | | No | |
| 106. | ScissorTaoring big | Master | No | |
| 107. | Scissor Korean Medium | Daxeen | No | |
| 108. | Scissor, Korean small | Daxeen | No | |
| 109. | Shaving set with handle | Gallant | No | |
| 110. | Shaving blade | Gallant | No | |
| 112. | Steel wool with scrub | | No | |
| 113. | Sketch pen 12 color | | Pkt | |
| 114. | Spoon steel | Steel | No | |
| 115. | Spoon steel food serving/curry | Steel | No | |
| 116. | Torch self-charge , big high | | No | |
| 117. | Torch 2 cell | Eveready | No | |
| 118. | Toilet papper | Snowlife | No | |
| 119. | Broom (hard) | Thick | No | |
| 120. | Broom (soft) | Thick | No | |
| 121. | Tray ,big | Dhaka | No | |
| 122. | Tray, small | Dhaka | No | |
| 123. | Tray, meduim | Dhaka | No | |
| 124. | Melton, big | Dhaka | No | |
| 125. | Melton, med. | Dhaka | No | |
| 126. | Melton, small | Dhaka | No | |
| 127. | Cup (tea)Medium | Dhaka | No | |
| 128. | OHp pen | | No | |
| 129. | Odoni,50gm | | No | |
| 130. | Mode thread | | Ball | |
| 131. | Match Box | Home light | Pkt | |
| 132. | VIP cup with lid and saucer | | No | |
| 133. | Tong, big | | No | |
| 134. | Tong, medium | | No | |
| 135. | Tong, small | | No | |
| 136. | Chopping board,big | | No | |
| 137. | Chopping board, small | | No | |
| 138. | Chopping knife | | No | |
| 139. | Potato peeler | | No | |

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|------|---|-----------------|---------|--|
| 140. | Tea strainer, big | | No | |
| 141. | Tea strainer,med. | | No | |
| 142. | Bowl, big | Aluminum | No | |
| 143. | Bowl,Med. | Aluminum | No | |
| 144. | Bowl, small | Aluminum | No | |
| 145. | Blender | Sharp | No | |
| 146. | Vegetable cutter, big | | No | |
| 147. | Vegetable cutter, med. | | No | |
| 148. | Vegetable cutter, small | | No | |
| 149. | Water boiler, 3.6 ltr. | Sharp | No | |
| 150. | Water boiler,1.8 | Sharp | No | |
| 151. | Water filter, big | Kent | No | |
| 152. | Water dispensary (filter) | | No | |
| 153. | Utility gloves 7 | Goodyear | Pair | |
| 154. | Utility gloves 6.5 | Good year | Pair | |
| 155. | Gum boot No.10 | Hillson | Pair | |
| 156. | Gum boot No.9 | Hillson | Pair | |
| 157. | Gum boot No.8 | Hillson | Pair | |
| 158. | Gum boot No.7 | Hillson | pair | |
| 159. | Gum boot No.6 | Hilson | pair | |
| 160. | Gum boot No.5 | Hillson | Pair | |
| 161. | Pencil | Playboy | No | |
| 162. | Hand towel med. | | No | |
| 163. | Thumb pin big | | Per box | |
| 164. | Thumb pin med. | | Per box | |
| 165. | Stapler machine | Kangaro HS-45P | No | |
| 166. | Punching machine | Kangora DP-600 | No | |
| 167. | Scale 45 cm | | No | |
| 168. | Scale 30 cm | | No | |
| 169. | Register No.10 | | No | |
| 170. | Register No.12 | | No | |
| 171. | Register No.14 | | No | |
| 172. | Register No.20 | | No | |
| 173. | Register No.24 | | No | |
| 174. | Register No.30 | | No | |
| 175. | Register No.34 | | No | |
| 176. | Register No.50 | | No | |
| 177. | Pen (Blue/Black/red) | Cello Gripper | No | |
| 178. | Refill(Blue/Black/Red) | Cello Gripper | No | |
| 179. | Photocopy paper A4 (21 cm X 29.7) 70 GSM | JK Easy | Ream | |
| 180. | Wall Clock | Ajanta | No | |
| 181. | High lighting pen | Different color | set | |
| 182. | Battery 9 volt | | No | |
| 183. | Battery Round & Flat 3 | | No | |

| | | | | |
|-----|------------------------------|----------|------|--|
| | voltage | | | |
| 2. | ELECTRICAL ITEMS | | | |
| 1. | Tube Frame 4" | Phillips | Each | |
| 2. | Tub rod 4 " | Phillips | Each | |
| 3. | Socket 16 amps | Anchor | Each | |
| 4. | Socket 6 amps | Anchor | Each | |
| 5. | Toggle switch 6 amps | Anchor | Each | |
| 6. | Pendent holder heavy duty | Phillips | Each | |
| 7. | Pannel heater,9 panel | Wenbang | Each | |
| 8. | Pannel heater,11 penel | Wenbang | Each | |
| 9. | Rod heater double | Bajaj | Each | |
| 10. | Rod heater single | Bajaj | Each | |
| 11. | Blower heater | Bajaj | Each | |
| 12. | MCB single pole 230 volt A.C | | | |
| 1. | 6 Amps | Hewell's | Each | |
| 2. | 10 Amps | Hewell's | Each | |
| 3. | 16 Amps | Hewells | Each | |
| 4. | 20 Amps | Hewells | Each | |
| 5. | 25 Amps | Hewells | Each | |
| 6. | 32 Amps | Hewells | Each | |
| 7. | 40 Amps | Hewells | Each | |
| 8. | 63 Amps | Hewells | Each | |
| 9. | 50 Amps | Hewells | Each | |
| 10. | 100 Amp | Hewells | Each | |
| 13. | MCB 2 pole 230 Volt.A.C | | | |
| 1. | 6 A | Hewells | Each | |
| 2. | 10 A | Hewells | Each | |
| 3. | 16 A | Hewells | Each | |
| 4. | 20 A | Hewells | Each | |
| 5. | 25 A | Hewells | Each | |
| 6. | 32A | Hewells | Each | |
| 7. | 40 A | Hewells | Each | |
| 8. | 50 A | Hewells | Each | |
| 9. | 63A | Hewells | Each | |
| 14. | MCB 3 pole -11KVA(25KA) | | | |
| 1. | 63 A | Hewells | Each | |
| 2. | 100 A | Hewells | Each | |
| 3. | 125 A | Hewells | Each | |
| 4. | 200 A | Hewells | Each | |
| 5. | 225 A | Hewells | Each | |
| 15. | MCB 3 pole 11KVA(16A) | | | |
| 1. | 63 A | Hewells | Each | |
| 2. | 100 A | Hewells | Each | |
| 3. | 125 A | Hewells | Each | |
| 16. | MCB 3 Pole 1 1 KVA (36KA) | | | |
| | | | Each | |

| | | | | |
|-----|--|--------------|-------|--|
| 1. | 125 A | Hewells | Each | |
| 2. | 160 A | Hewells | Each | |
| 3. | 250 A | Hewells | Each | |
| 17. | MCB 4 pole -11 KVA(16 KA) | | Each | |
| 1. | 63 A | Hewells | Each | |
| 2. | 100 A | Hewells | Each | |
| 3. | 125 A | Hewells | Each | |
| 18. | MCB 4 pole -11KVA(25KA) | | Each | |
| 1. | 63 A | Hewells | Each | |
| 2. | 100 A | Hewells | Each | |
| 3. | 125 A | Hewells | Each | |
| 19. | MBC 4 pole -11 KVA(36KA) | | Each | |
| 1. | 125 A | Hewells | Each | |
| 2. | 160 A | Hewells | Each | |
| 3. | 250 A | Hewells | Each | |
| 20. | PVC Casing &Cappings(Double Locking) | | Each | |
| 1. | 12X12 mm | | Piece | |
| 2. | 12 X10 mm | | Piece | |
| 3. | 15X 10 mm | | Piece | |
| 4. | 20 X 10 mm | | piece | |
| 5. | 20 X 12 mm | | piece | |
| 6. | 25 X 10 mm | | piece | |
| 7. | 30 X 10 mm | | piece | |
| 8. | 40 X 20 mm | | piece | |
| 9. | 50 X 20 mm | | piece | |
| 10. | 1mm | | piece | |
| 11. | ½ mm | | Piece | |
| 10. | Corner /Tee | | piece | |
| 21. | Switch & Socket | | | |
| 1. | Switch single 1 way 6 amps | Anchor//ROMA | Each | |
| 2. | Switch single 1 way 6 amp with indicator (Modular Type | Anchor/ROMA | Each | |
| 3. | Switch SP 2 6 Amps | Anchor/ROMA | Each | |
| 4. | Switch SP 2 way 6 Amps with indicator(Modular) | Anchor/ROMA | Each | |
| 5. | Switch 16 Amps SP 1 way | Anchor/ROMA | Each | |
| 6. | Switch 16 Amps SP 1 way with indicator(Modular) | Anchor/ROMA | Each | |
| 7. | 3 Pin plug top, 16 Amp | Anchor | Each | |
| 8. | 3 Pin plug top,5 Amps | Anchor | Each | |
| 9. | Multi plug,16 Amps | Anchor | Each | |
| 22 | Gyser coil different size | Anchor | Each | |
| 23. | Fuse different size 1 amps – 15 amps | Anchor | Each | |
| 24. | Flat Pin Multi plug | Ancho | Each | |
| 25. | Bulb led (CFC),1500 volts | Anchor | Each | |

| | | | | |
|-----|-----------------------------|-------------|------|--|
| 26. | Wire Nail 4" | | kg | |
| 27. | Wire Nail 3" | | kg | |
| 28. | Wire Nail 2 " | | Kg | |
| 29. | Wire Nail 1 " | | kg | |
| 30. | Wair Nail ½ " | | kg | |
| 31. | U nail | | kg | |
| 32. | Pannel Pin | | pkt | |
| 33. | Screw 2 " | | pkt | |
| 34. | Nut and Bolt different size | | Each | |
| 35. | Bulb 100 watts | | Each | |
| 36. | Bulb 60 watts | | Each | |
| 37. | Bulb 40 watts | | Each | |
| 38. | Dem Bulb 15 watts | | Each | |
| 39. | Extension code 16 Amps | | Each | |
| 40. | Power Strip 16 Amps | | Each | |
| 41. | 2 pin plug conversation | | Each | |
| 42. | Particle board 5 x 5 size | | Each | |
| 43. | Heater Rod 1500 watts | | Each | |
| 44. | Drilling Machine big | | Each | |
| 45. | Drilling machine small | | Each | |
| 46. | Drill bit set concrete | | Each | |
| 47. | Drill bit set wooden | | Each | |
| 48. | Drill bit set metal | | Each | |
| 49. | Neon tester | | Each | |
| 50. | Multi meter digital | | Each | |
| 51. | Soldering rod | | Each | |
| 52. | Soldering led | | Each | |
| 53. | 6 sqmm wire | Royal cable | Each | |
| 54. | 4 Sqmm wire | Royal cable | Each | |
| 55. | 2.5 sqmm wire | Royal cable | Each | |
| 56. | 1.5 Sqmm wire | Royal cable | Each | |
| 57. | Earthling plate 600x600x6 | Copper | Each | |
| 58. | Earthling plate 600x600x6 | Mile steel | Each | |
| 59. | Insulation tape | | Each | |
| 60. | Fixable wire | Royal cable | Each | |
| 61. | Fixable water pipe | | Each | |
| 62. | Ft Switch | Phillips | Each | |
| 3. | PLUMBING ITEMS | | | |
| 1. | Bib cock ½ " heavy duty | Brass | Each | |
| 2. | Bib cock ½ " Heavy duty | CP | Each | |
| 3. | Angle Valve ½ " | CP | Each | |
| 4. | Wall mixture tap ½ " | CP | Each | |
| 5. | Surgical mixture tap ½ " | CP | Each | |
| 6. | CP connection pipe ½ " | Heavy duty | Each | |
| 7. | Gate Valve 5" | Brass | Each | |

| | | | | |
|-----|----------------------------|-------|------|--|
| 8. | Gate Valve ¾ “ | Brass | Each | |
| 9. | Gate Valve 1” | Brass | Each | |
| 10. | Gate Valve 2” | Brass | Each | |
| 11. | Gate Valve 3 “ | Brass | Each | |
| 12. | G.I Nipple 1” | Brass | Each | |
| 13. | GI Nipple ½” | Tata | Each | |
| 14. | GI Nipple ¾ “ | Tata | Each | |
| 15. | GI Nipple ½ “ | Tata | Each | |
| 16. | GI Nipple ¾ “ | Tata | Each | |
| 17. | GI Nipple 2 “ | Tata | Each | |
| 18. | GI Nipple 3” | Tata | Each | |
| 19. | Pipe wrench different | Size | Each | |
| 20. | Pipe cutter | | Each | |
| 21. | File metal different size | | Each | |
| 22. | File wooden different size | | Each | |
| 23. | GI Union ½ “ | | Each | |
| 24. | GI Union ¾ “ | | Each | |
| 25. | GI Union 1 “ | | Each | |
| 26. | GI Union 2” | | Each | |
| 27. | GI Union 3 “ | | Each | |
| 28. | GI Elbow ½ “ | | Each | |
| 29. | GI Elbow ½ “ | | Each | |
| 30. | GI Elbow ¾ “ | | Each | |
| 31. | GL Elbow 2” | | Each | |
| 32. | GI Elbow 3” | | Each | |
| 33. | GI Elbow 4” | | Each | |
| 34. | GI Elbow ½ “ | | Each | |
| 35. | GL Elbow | | Each | |

| | |
|-----------------------|---------------------------|
| | Supplier's Official Stamp |
| Signature of Supplier | |
| Name of Supplier | |
| Date | |

[The Supplier may attach copies of relevant brochures/catalogue for the goods to be supplied, which will give sufficient information to carry out effective evaluation]

Documents required to be submitted as part of the Quotation

The original and copy(ies) of quotation submitted by the supplier shall comprise the following:

- (a) A duly completed and signed priced quotation as per the Schedule of Items and the Priced Quotation.
- (b) A valid Trade License¹;
- (c) A valid Tax Clearance Certificate;
- (d) The required bid security
- (e) Technical Specification of the Goods to be supplied; and
- (f) Any other requirements specified in this document

Terms and Conditions for the Supply of Goods and Payment.

The Terms and Conditions hereinafter may only be varied with the written agreement of the Purchaser and no terms and conditions put forward at any time by the Supplier shall form any part of the Contract.

1. The Supplier shall be required to submit a performance security of 10% of the quoted price in the form of cash warrant, demand draft or unconditional Bank Guarantee issued by a financial institution located in Bhutan, which shall be furnished upon signing the contract. Performance security shall be valid till the end of warranty period and will be returned after the end of warranty period.
2. The supply of the goods shall be completed within 45 days from the date of issue of the Purchase Order, or the signing of the contract (if applicable);
3. Payment of the Invoice shall be arranged by the Purchaser, within thirty (30) days upon submission of original Invoice and TPN number, against the actual supplied quantities of goods as listed in the Purchase Order.
4. The quoted price shall include all taxes, duties, insurance and any other costs involved and nothing extra shall be paid.
5. Any goods found defective during the warranty period shall be replaced/repaired by the supplier at his cost. If the supplier fails to rectify and or replace the defective goods, the purchaser shall do it at the cost of the supplier.
6. The supplier shall pay liquidated damages at the rate of 0.1% per day for each day of delay to a maximum of 10% of the quoted price.
7. The Purchaser may, by written notice, terminate the Purchase Order (or Contract if applicable) in whole or in part at any time for its convenience:

¹ The non submission of historical (b & c) documents should not become rejection criteria and should be given one chance to the bidder(s) to submit.

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- a. if the Supplier fails to perform any other Terms and conditions specified with the Purchase Order, or exceeds the maximum amount of liquidated damages.
 - b. if the Supplier fails to perform any other obligation(s) under the Purchase Order, or
 - c. if the Supplier does not take any remedial action within a period of (7) seven calendar days after receipt of a notice of default from the Purchaser specifying the nature of the default(s), or
 - d. if the Supplier, in the judgment of the Purchaser, has engaged in any corrupt or fraudulent practices in competing for or in executing the tasks under this Purchase Order; and
 8. The Supplier shall provide the warranty, as stipulated in the Quotation document, for the goods to be supplied and confirm that if any faults are detected within the warranty period in the supplied/installed goods, the Supplier shall be bound to rectify the fault or replace the goods as the case may be. The security deposit shall be used to cover the cost of supplies not delivered or defective items not replaced or rectified.
 9. The purchaser may procure any of the items from the open market in case the supplier fails to supply the goods within the stipulated time and realise the difference amount between the quoted price & market price from the security deposit.

Contract Agreement

[The successful Bidder shall fill in this form in accordance with the instructions indicated]

THIS CONTRACT AGREEMENT made the [insert number] day of [insert month], [insert year],
BETWEEN

- (1) [insert complete name of Purchaser], a [insert description of type of legal entity, for example, an agency of the Ministry of of the Government of Bhutan, or corporation incorporated under the laws of Bhutan] and having its principal place of business at [insert address of Purchaser] (hereinafter called “the Purchaser”), and
- (2) [insert name of Supplier], a corporation incorporated under the laws of [insert: country of Supplier] and having its principal place of business at [insert: address of Supplier] (hereinafter called “the Supplier”).

WHEREAS the Purchaser invited Bids for certain Goods and ancillary services, viz., [insert brief description of Goods and Services] and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum of [insert Contract Price in words and figures, expressed in the Contract currency/ies] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Purchaser and the Supplier, and each shall be read and construed as an integral part of the Contract, viz.:
 - (a) This Contract Agreement;
 - (b) Terms and Conditions;
 - (c) Technical Requirements (including Schedule of Supply and Technical Specifications);
 - (e) The Supplier’s Bid and original Price Schedules;
 - (f) The Purchaser’s Notification of Award of Contract;
 - (g) The form of Performance Security;
 - (h) The form of Bank Guarantee for Advance Payment;
 - (i) [insert here any other document(s) forming part of the Contract]
3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods

and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and Related Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Bhutan on the day, month and year indicated above.

For and on behalf of the Purchaser

Signed: [insert signature]
in the capacity of [insert title or other appropriate designation]

in the presence of [insert signature]
[insert identification of official witness]

For and on behalf of the Supplier

Signed: [insert signature of authorized representative(s) of the Supplier]
in the capacity of [insert title or other appropriate designation]

in the presence of [insert signature]
[insert identification of official witness]

Performance Security

[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]

Date: [insert date (as day, month, and year) of Bid submission]
IFB No. and title: [insert no. and title of bidding process]

Bank's Branch or Office: [insert complete name of Guarantor]

Beneficiary: [insert complete name of Purchaser]

PERFORMANCE GUARANTEE No.: [insert Performance Guarantee number]

We have been informed that [insert complete name of Supplier] (hereinafter called "the Supplier") has entered into Contract No. [insert number] dated [insert day and month], [insert year] with you, for the supply of [description of Goods and related Services] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding [insert amount(s)]² in figures and words] upon receipt by us of your first demand in writing declaring the Supplier to be in default under the Contract, without cavil or argument, or you needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the [insert number] day of [insert month] [insert year],³ and any demand for payment under it must be received by us at this office on or before that date. We agree to a one-time extension of this Guarantee for a period not to exceed [six months] [one year], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee.

[signatures of authorized representatives of the bank and the Supplier]

² The Bank shall insert the amount(s) specified in the SCC and denominated, as specified in the SCC, either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Purchaser.

³ Date established in accordance with Clause 19.4 of the General Conditions of Contract ("GCC"). The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the Bank. Such request must be in writing and must be made prior to the expiration date established in the Guarantee.

Bank Guarantee for Advance Payment

[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated.]

Date: [insert date (as day, month, and year) of Bid submission]
IFB No. and title: [insert number and title of bidding process]

[bank's letterhead]

Beneficiary: [insert legal name and address of Purchaser]

ADVANCE PAYMENT GUARANTEE No.: [insert Advance Payment Guarantee no.]

We, [insert legal name and address of bank], have been informed that [insert complete name and address of Supplier] (hereinafter called "the Supplier") has entered into Contract No. [insert number] dated [insert date of Contract] with you, for the supply of [insert types of Goods to be delivered] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, an advance payment is to be made against an advance payment guarantee.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of [insert amount(s) in figures and words] upon receipt by us of your first demand in writing declaring that the Supplier is in breach of its obligation under the Contract because the Supplier used the advance payment for purposes other than toward delivery of the Goods.

It is a condition for any claim and payment under this Guarantee to be made that the advance payment referred to above must have been received by the Supplier in its account [insert number and domicile of the account]

This Guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until [insert date⁴]. We agree to a one-time extension of this Guarantee for a period not to exceed [six months][one year], in response to the Purchaser's written request for such extension, such request to be presented to us before the expiry of the Guarantee.

[signature(s) of authorized representative(s) of the bank]

⁴ Insert the Delivery date stipulated in the Contract Delivery Schedule. The Purchaser should note that in the event of an extension of the time to perform the Contract, the Purchaser would need to request an extension of this Guarantee from the bank. Such request must be in writing and must be made prior to the expiration date established in the Guarantee