

## Auction Notice Dossier

Awaz Foundation Pakistan: Centre for Development Services intends to Auction used office furniture, equipment and appliances on “**AS IS WHERE IS**” basis.

- Items to be auctioned can be inspected at below given office premises between 9 am to 5 pm from 12<sup>th</sup> of May 2017 to 19<sup>th</sup> of May 2017.
- Sealed bids on prescribed bid form available in the auction notice dossier with CNIC of the bidder should be reached at the prescribed office address on or before May 19<sup>th</sup> 2017 by 12 pm Pakistan Standard Time.
- For bid form and other details of terms and conditions please visit website [www.awazcgs.org.pk](http://www.awazcgs.org.pk)

### Important Notes:

Bids on prescribed bid form must be sealed and should reach by hand or through registered post or courier service before 12.00 PM on **16<sup>th</sup> May, 2017** at AWAZCDS-Pakistan Extension H.O Jhok Fazal o Balqees, near Shahs Shamas Park, Eid Gah Road, Multan. The envelop should be clearly marked “Tender Reference: ACDS/LPU/MA/Auction/01/2017”. The bids will be opened on Friday **19<sup>th</sup> May, 2016** at 2 pm in the presence of bidders if anyone wants to participate.

### I. Terms & Conditions:

1. The bid on attached prescribed form should be accompanied with a copy of CNIC of bidder. Bid without copy of CNIC and on prescribed form will not be entertained.
2. All kind of applicable taxes will be borne by purchaser.
3. A pay order/demand draft in favor of ‘AwazCDS’ with a value of 5% of bid amount must also accompany the bid as Bid Guarantee. Bids received without pay order/demand draft may be rejected.
4. Offered price will have to be deposited by successful bidder within three days, failing which the bid shall be cancelled
5. The release of bid items to the successful bidder(s) will be made on the spot within working days&hours after receiving the full payment of the bid price.
6. Bids may be for one or for more than one vehicle/motor cycle but attached prescribed bid form should be submitted for each bid type/item separately.
7. Unsuccessful bidders will be informed through mail or telephonically
8. Pay order/demand draft of unsuccessful bidders will be returned within seven working days after final decision.
9. AwazCDS-Pakistan reserves the right to accept or reject any or all bids without assigning any reason at any stage before physical release of the bid items. In that case pay order/demand draft/amount received by AwazCDS-Pakistan will be returned to the bidder.
10. Employees of AwazCDS-Pakistan and their relatives are not eligible to offer bids for any of the bid items
11. Bidder are required to check the status of bid items carefully and no request shall be entertained after the auction time.
12. Transfer letter for bid items will be issued only with the name of successful bidder with the maximum validity of 20 days
13. Possession and ownership of bid items will be transferred to successful bidder as per attached CNIC with prescribed bid form
14. Sale is strictly subject to As is Where is Basis
15. The bidder shall bear all such costs associated with his/ her participation in auction, and AwazCDS will in no case be responsible or liable for such costs.
16. All the procedural requirements must 'be undertaken in accordance with all relevant rules, regulations and statutes currently enforced in Pakistan.
17. Conditional offer will not be acceptable
18. All bids will be valid for 60 days
19. Acknowledgement statement must be required on legal paper in form of affidavit duly attested by oath commissioner

## II. SELECTION AND AWARD CRITERIA

To accept or reject the highest bid is the discretion of the Auction Committee, decision of which shall be final. However after fulfilling all necessary requirements Auction Committee will announce the successful bidder on the basis of the following criteria:

- Highest signed bid on attached prescribed bid form
- Ability to fulfill the payment deadline
- Signed acknowledgement statement as affidavit on legal paper that must be annexed to Bid form

## III. GROUND OF EXCLUSION

**AWAZCDS-Pakistan will exclude any of the bidders from participation in auction if he/she falls into any of the following cases:**

1. They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are 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;
2. They have been convicted of an offense concerning their professional conduct by a judgment that has the force of re-judicata;
3. They have been guilty of grave professional misconduct proven by any means that the contracting authority can justify.

#### IV. ACKNOWLEDGMENT

1. We are not bankrupt or being wound up, we are not having affairs administered by the courts, we have not entered into an arrangement with creditors, we have not suspended business activities, we are not involved directly or indirectly in any terrorist activities and we are not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
2. We have not been convicted of an offence concerning our professional conduct by a judgment that has the force of res judicata
3. We have not been guilty of grave professional misconduct proven by any means that the contracting authority can justify
4. We have not been the subject of a judgment that has the force of res judicata for fraud, corruption, involvement in a criminal or terrorist organization or any other illegal activities detrimental to the Communities financial interest.
5. We are not engaged in the employment of children.
6. We are not on any list of sanctioned parties issued by the Pakistan Government, United Nations, United States Government, and European Union or any other legal authorities.
7. We will not use these bid items against all relevant rules, regulations and statutes currently enforced in Pakistan

Name: -----

Signature:-----

Thumb Impression:-----

CNIC#:-----

**Bid form for Purchase of chair/table/other office appliance/equipment on  
 "As is where is Basis"  
 submitted to AwazCDS-Pakistan.**

Description	Filled by Bidder
Bid Item -----	
No of Items required	
Bid Value in Figure inclusive all Taxes	
Bid Value in words	
Bidder,s Postal Address	
C.N.I.C No.	
Cell No /Telephone No	
5%Demand Draft/Pay order No.	

**Terms & Conditions:**

1. The bid on prescribed form should be accompanied with a copy of CNIC of bidder & signed acknowledgement letter on legal affidavit paper duly attested by oath commissioner. Bid without copy of CNIC, signed acknowledgement letter on legal affidavit paper and on prescribed form will not be entertained.
2. All kind of applicable taxes will be borne by purchaser.
3. A pay order/demand draft in favor of 'AwazCDS' with a value of 5% of bid amount must also accompany the bid as bid guarantee, bids received without pay order/demand draft may be rejected.
4. Offered price will have to be deposited by successful bidder within three days, failing which shall be cancelled
5. The release of the vehicle/motor cycles to the successful bidder(s) will be made on the spot within working days & hours after receiving the full payment of the bid price.
6. Bids may be for one or for more than one bid items but prescribed bid form should be submitted for each bid item separately. Otherwise bid may be rejected
7. Unsuccessful bidders will be informed through mail or telephonically
8. Pay order/demand draft of unsuccessful bidders will be returned within seven working days after final decision.
9. AwazCDS-Pakistan reserves the right to accept or reject any or all bids without assigning any reason at any stage before physical release of the vehicles/Motor cycles. In that case pay order/demand draft/amount received by AwazCDS-Pakistan will be returned to the bidder.
10. Employees of AwazCDS-Pakistan and their relatives are not eligible to offer bids for any or all mentioned bid items in auction notice dossier
11. Transfer letter will be issued only with the name of successful bidder with the maximum validity of 20 days
12. Possession and ownership of vehicles will be transferred to successful bidder as per attached CNIC with prescribed bid form
13. Sale is strictly subject to As is Where is Basis
14. The bidder shall bear all such costs associated with his/ her participation in auction, and AwazCDS will in no case be responsible or liable for such costs.
15. The work must 'be undertaken in accordance with all relevant rules, regulations and statutes currently enforced in Pakistan.
16. Conditional offer will not be acceptable
17. All bids will valid for 60 days

**I have read the above mentioned terms & conditions carefully and I acknowledge & accept that the terms&condition mentioned in above are binding on me/us**

**Signature(s) :** \_\_\_\_\_

**Bidder's Name :** \_\_\_\_\_

**Name of the department/ organization (if bidder is representing any):** \_\_\_\_\_