

# **REQUEST FOR QUOTATION**

**Country : Pakistan**

**Title: Energization & Solarization for Model RHC Manjoshori,  
District Naseerabad**

**Credit No. 7333-PK**

**Project ID: P180323**

**JULY 2025**

**Project Component: Community Infrastructure Rehabilitation**

**INTEGRATED FLOOD RESILIENCE AND  
ADAPTATION PROJECT**

**(IFRAP)**

**Invitation for Quotation**

## Section I

### Request for Quotation

**Reference No: PK-PIU-IFRAP-CIR-435276-GO-RFQ**

**Title: Energization & Solarization for Model RHC Manjoshori, District Naseerabad**

**Vendor Name:**\_\_\_\_\_

**Address:**\_\_\_\_\_

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**SUBJECT: Request for Quotation for Energization & Solarization for Model RHC Manjoshori, District Naseerabad**

1. The Islamic Republic of Pakistan has secured financing from the World Bank for the Integrated Flood Resilience and Adaptation Project (IFRAP). The project aims to enhance flood risk protection, improve livelihoods, and provide essential services in communities affected by the 2022 floods. The project includes five components, covering infrastructure rehabilitation, strengthening hydromet and climate services, resilient housing reconstruction, livelihood support, watershed management, project management, and a contingent emergency response. The selected districts in Balochistan will benefit from the project, which focuses on creating employment opportunities and sustaining local enterprises.
2. Project Director PIU – IFRAP (Component-I) now invites quotations from suppliers for the supply of **Energization & Solarization for Model RHC Manjoshori, District Naseerabad** as per the required specifications/requirements mentioned in Section III. You must quote for all the items under each item of this Invitation.
3. Procurement will be conducted through national competitive procurement using a Request for Quotations (RFQ) as specified in the World Bank's Procurement Regulations for IPF Borrowers (Procurement in Investment Project Financing, Goods, Works, Non-Consulting and Consulting Services - Fourth Edition, November 2020, and is open to all interested dealers/suppliers as defined in the Procurement Regulations. The evaluation and award of the contract will be on the basis of Price quotations and will be evaluated for all the requirements together, and the contract will be awarded to the firm offering the lowest evaluated total cost.
4. Your quotation(s) must be marked "**Energization & Solarization for Model RHC Manjoshori, District Naseerabad**" and addressed to: **Project Director PIU-IFRAP (Component-I), House No. 10-A, Service road, opposite FIA Office, Samungli road, Jinnah Town, Quetta.**
5. Quotations shall be in the prescribed format.
6. The deadline for receipt of your quotation(s) by the Purchaser at the address indicated in Paragraph 4 is **before 10.30:00 AM dated 18<sup>th</sup> July, 2025.**
7. Taxes will be deducted as per the Government of Pakistan rules.
8. Offeror are required to give their best and final prices as no negotiation is expected.
9. Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices, in addition to the eligibility and qualification requirements.

10. The prices should be quoted in Pak Rupees and should be inclusive of all charges and admissible taxes
11. The Purchaser reserves the right to increase or decrease quantities of supplies by 15%.
12. Your quotation(s) should be valid for 30 days from the date for receipt of quotation(s) indicated in Paragraph 6 above.

## **Section II**

### **Instructions for Preparing Quotations**

**1. Scope of Procurement:**

PIU invites price quotations for the procurement of Goods as described in the technical specifications attached. The successful supplier will be expected to complete the delivery of goods within the schedule provided in the schedule of requirements.

**2. Eligibility to Quote:** Suppliers duly registered with tax authorities may be eligible to participate only if they also:

- a) Submit Proof of registration with the Tax Department with the quotation. (Failure to enclose these documents would result in rejection of the quotation).
- b) Submit only one Quotation, either individually or as a partner in a joint venture. All Quotations submitted in violation of this rule shall be rejected. Partners in a joint venture shall be jointly and severally liable for the execution of the Contract.
- c) Submit the Quotes within the Due Date and Time. Bidders will be considered ineligible if quotations are not submitted within the due date and time

**3. Qualification of the Supplier:** To qualify for the award of Contract, a Supplier shall meet the following minimum qualifying criteria and submit the following documents:

- a. A Supplier must have at least three years of experience in supplying, installing, and providing after-sales services of goods.
- b. The bidder must have completed at least three similar contracts.

**4. Site Visit:** If installation is also the defined responsibility of the supplier, in that case supplier, at their own responsibility, cost, and risk, is encouraged to visit and examine the Site of the Supplies and obtain all information that may be necessary for preparing the quotation and entering into a Contract.

**5. Contents of Proposal Documents:** The set of proposal documents comprises the documents listed below:

Section I	Invitation to Quote
Section II	Instruction for Preparing Quotations
Section III	Specifications
Section IV	Form of Quotation
Section V	Form of Contract
Section VI	Conditions of Contract Section

**6. Documents Comprising the Proposal:** The Proposal submitted by the Supplier shall comprise the following documents:

- (i) Form of Quotation (as per sample attached)
- (ii) Qualification and Experience Information
- (iii) Copies of taxation and other required documents as per RFQ

**7. Price Quotation:** The Contract shall be for the whole supply and shall be based on the unit and total price for a fixed unit rate. Prices shall be quoted entirely in Pak Rupees.

The Supplier shall fill in the rates and prices for all items of the Supplies described in the specifications. All duties, taxes, and other levies payable by the Supplier under the Contract shall be included in the rates, prices, and total price Quotation submitted by the Supplier. The rates and prices quoted by the Supplier shall be fixed for the duration of the Contract and shall not be subject to any adjustment on any account.

8. **Validity of Quotations.** The price quotation shall remain valid for thirty (30) calendar days counted from the closing date of submission of the Quotation specified in Clause 6 of the Invitation to Quote. The Purchaser may request the Suppliers to extend the period of validity for a specified additional period. The Purchaser's request and the Suppliers' responses shall be made in writing or by fax or by email. A Supplier may refuse the request for extension of Quotation validity in which case he may withdraw his Quotation without any penalty. A Supplier agreeing to the request will not be required or permitted to otherwise modify its Quotation.
9. **Language of the Quotation:** All documents relating to the Quotation and Contract shall be in the English language.
10. **Place and Deadline for Submission of Price Quotations:** The Price Quotations shall be delivered to the Purchaser as per the deadline specified in Paragraph 6 of the Invitation to Quote. Any Quotation (Price Quotation) received by the Purchaser after the deadline of submission will be rejected.
11. **Modification and Withdrawal of Quotations:** No Quotation shall be modified after the deadline for submission of Quotations specified above in Paragraph 6 of the Invitation to Quote. Withdrawal of a Quotation between the deadline for submission of Quotations and the expiration of the validity of the Quotation as specified in Clause 12 above will result in the Supplier being excluded from the list of Suppliers for two years.
12. **Process to be Confidential:** Information relating to the examination, clarification, evaluation, and comparison of quotations and recommendation for the Contract award shall not be disclosed until the award to the successful Supplier has been announced.
13. **Evaluation and Comparison of Quotations:** The Purchaser will award the Contract to the Supplier whose Quotation has been determined to be substantially responsive to the proposal documents and who has offered the lowest evaluated price quotation. In evaluating the quotations, the Purchaser will determine for each proposal the evaluated price quotation by adjusting the price quotation by making any corrections for any arithmetic errors as follows:

(a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern;

(b) Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;

-(c) If a Supplier refuses to accept the correction, their Quotation will be rejected.

14. **Purchaser's Right to Accept Any Quotation and to Reject any or all Quotations:** The Purchaser reserves the right to accept or reject any quotation, and to cancel the process of competition and reject any or all quotations, at any time before the award of the Contract, without thereby incurring any liability to the affected Supplier(s).

15. **Purchaser's Right to Increase or Decrease Quantities:** The Purchaser reserves the right to increase or decrease quantities of supplies.
16. **Notification of Award and Signing of Contract:** The Results of the evaluation will be known in a reasonable time. Suppliers are instructed not to approach the Purchaser after the opening of quotations until the finalization of the award. The Supplier whose Quotation has been accepted will be notified of the award by the Purchaser before the expiration of the validity period of the Quotation, by registered letter.
17. **Interpretation:** The purchaser is not responsible for any wrong interpretation of any clause of this document.

Procurement Specialist

Integrated Flood Resilience and Adaptation Project (Component I),

H. No. 10-A, Service Road, opposite FIA Office, Samungli road, Jinnah Town, Quetta, Balochistan.

Tel: +92 81 4163799

Email: [procurement.specialist.c1@gmail.com](mailto:procurement.specialist.c1@gmail.com)

Website: <https://ifrappius.org.pk/>

### **Section III**

#### **Specifications**

1. **Scope of the Services:** The Offeror will be required to supply the required items as mentioned in the Technical Specifications
2. **Technical Proposal:** This part of the proposal should contain complete information relating to technical specifications as mentioned below.
3. **Project Completion Timeline:** It is assumed that the time provided to the Offeror Supplier will be as per the schedule for the requirement from the date of signing the contract/Purchase Order with the successful Offeror.
4. **Payment Terms:** Payment shall be made in the Pakistani Currency (Rupees) of the Quotation in the following manner and will be subject to the Government Taxes as applicable and set by the Government.
5. **Terms & Conditions:**

Below are some terms & conditions, PIU may add some conditions if deemed appropriate at the time of signing of Contract

- (a) Any Deviation from the specification mentioned in the RFQ shall be deemed as a violation of this document and may result in cancellation of the Purchase Order, even if the product required has been delivered.
- (b) No Claim or Escalation on any account shall be admissible under this Purchase Order.
- (c) Payment will be made on satisfactory delivery of supplies (complete in all respects) in PKR through Cross Cheque on Company/Firm Name, within 20 days against submission of Invoice.
- (d) Income Tax and GST shall be deducted from the invoice at the time of payment at source.
- (e) In case the supplies are delayed, PIU-IFRAP (Component-I) will impose fine (Liquidated damages) of @ 0.5%/Day of the total contract price for each day of delay / late completion of work, and if the fine reaches 10% of the total contract amount, the contract will be cancelled, and the firm may not be allowed to participate in future RFQ.
- (f) The bidder shall warrant PIU that the Goods supplied by the offeror under the award are brand new, as per approved specifications.

## **SCHEDULE OF REQUIREMENTS**

The delivery schedule expressed as Days/Weeks/Months stipulates a delivery date, which is the date of delivery required

<b>S #</b>	<b>Description</b>	<b>Required Delivery Schedule from the Date of Notification of Award</b>	<b>Delivery Locations</b>
01	Energization & Solarization for Model RHC Manjoshori, District Naseerabad	15 Days after Contract Signing	<b>Model RHC Manjoshori, District Naseerabad</b>



### **Technical Specifications**

<b>Sr. No</b>	<b>Item Description</b>	<b>Specification</b>	<b>Unit</b>
<b>1</b>	Solar Panels	<ul style="list-style-type: none"><li>• Supply, install, connect, test and commission of solar panels</li><li>• 570 Watt , with power efficiency of 22.3% or above</li><li>• Grade A quality</li><li>• 10 years of warranty</li><li>• Imported quality</li><li>• Panel size 2279 * 1134* 35 mm or 2256* 1134* 35 mm</li><li>• Solar cell size : Mono 182*182mm</li></ul>	22
<b>2</b>	Batteries	<ul style="list-style-type: none"><li>• Deep cycle battery/ tubular battery</li><li>• 12 volts</li><li>• 07 plates per cell</li><li>• 230-260 ampere</li><li>• Polarity: C type</li><li>• One year warranty</li></ul>	6
<b>3</b>	Invertor	<ul style="list-style-type: none"><li>• 12 kW output power</li><li>• Lead acid or Li-ion battery compatibility</li><li>• 40-60 V battery voltage range</li><li>• 240A charge/discharge current</li><li>• 15.6 kW DC input power</li><li>• 97% or above efficiency</li><li>• IP65 weatherproof</li></ul>	1
<b>4</b>	Circuit Breakers	<ul style="list-style-type: none"><li>• 2 pole circuit breaker 32 ampere (7)</li><li>• 2 pole circuit breaker 63 ampere (7)</li><li>• 3 pole circuit breaker 63 ampere (6)</li></ul>	20

5	DC Cables	<ul style="list-style-type: none"> <li>• DC Cable 10 mm single core</li> <li>• DC Cable 25 mm single core</li> </ul>	1300 feet (650 each)
6	3- core copper Wire	<ul style="list-style-type: none"> <li>• Voltage rating 300/500 V</li> <li>• Insulation resistance 0.0052 M ohm/Km</li> <li>• Dc resistance 1.24 ohm/Km</li> <li>• Temperature rating -20 C to 70 C</li> <li>• Weight 75 kg or above</li> </ul>	550 feet
7	Transformer	<ul style="list-style-type: none"> <li>• kVA 50</li> <li>• Voltage : 11000/420 V</li> <li>• Size : H 786mm x W 787mm x L 986mm</li> <li>• Number of phases: Three</li> <li>• Weight : 430 Kg or above</li> <li>• D- fitting</li> </ul>	1
8	Mounting Structure	<ul style="list-style-type: none"> <li>• !6 gauge made of iron</li> <li>• Nut bolt</li> <li>• Able to withstand 70 km/hr wind</li> </ul>	612 feet
9	DB Box	<ul style="list-style-type: none"> <li>• Enclosure: sheet steel 1.2mm till size 1.5mm</li> <li>• Door: sheet steel 1.2mm till size 1.5mm</li> <li>• Mounting plate:(2.0mm varies) galvanized</li> <li>• Dip coat-primed, powder-coated in textured outside</li> <li>• DB Panel Box Metal Enclosure of all-round solid construction gland plate with sealing gasket, door with lock</li> </ul>	1

## Price Schedule

Sr. No	Item Description	Specification	Unit	Unit Price	Total Price
1	Solar Panels	<ul style="list-style-type: none"> <li>• Supply, install, connect, test and commission of solar panels</li> <li>• 570 Watt , with power efficiency of 22.3% or above</li> <li>• Grade A quality</li> <li>• 10 years of warranty</li> <li>• Imported quality</li> <li>• Panel size 2279 * 1134* 35 mm or 2256* 1134* 35 mm</li> <li>• Solar cell size : Mono 182*182mm</li> </ul>	22		
2	Batteries	<ul style="list-style-type: none"> <li>• Deep cycle battery/ tubular battery</li> <li>• 12 volts</li> <li>• 07 plates per cell</li> <li>• 230-260 ampere</li> <li>• Polarity: C type</li> <li>• One year warranty</li> </ul>	6		
3	Invertor	<ul style="list-style-type: none"> <li>• 12 kW output power</li> <li>• Lead acid or Li-ion battery compatibility</li> <li>• 40-60 V battery voltage range</li> <li>• 240A charge/discharge current</li> <li>• 15.6 kW DC input power</li> <li>• 97% or above efficiency</li> <li>• IP65 weatherproof</li> </ul>	1		
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7	Transformer	<ul style="list-style-type: none"> <li>• kVA 50</li> <li>• Voltage : 11000/420 V</li> <li>• Size : H 786mm x W 787mm x L 986mm</li> <li>• Number of phases: Three</li> <li>• Weight : 430 Kg or above</li> <li>• D- fitting</li> </ul>	1		
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<b>Grand Total (Inclusive of all taxes)</b>					

**Grand Total in Words:** \_\_\_\_\_

\_\_\_\_\_

**Official Seal/ Name of the Company:**

NTN No: \_\_\_\_\_

GST No: \_\_\_\_\_

#### **Section IV**

## Form of Quotation

Date: \_\_\_\_\_

To: Project Director,

PIU IFRAP (Component-I),

H. No. 10-A, Service Road, opposite FIA Office, Samungli road, Jinnah Town, Quetta,  
Balochistan.

We offer to execute the supply of Energization & Solarization for Model RHC Manjoshori,  
District Naseerabad. RFQ reference no (PK-PIU-IFRAP-CIR-435276-GO-RFQ) in accordance  
with the Conditions of Contract accompanying this Quotation for the Contract Price of (In  
Words) \_\_\_\_\_

\_\_\_\_\_  
(In numbers)\_\_\_\_\_.

We propose to complete the Supplies described in the Contract within a period of  
\_\_\_\_\_ words and number \_\_\_\_\_ calendar days from the Start Date.

This Quotation and your written acceptance will constitute a binding Contract between us. We  
understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required  
by the proposal documents.

Authorized Signature:\_\_\_\_\_

Name and Title of Signatory\_\_\_\_\_

Name of Supplier: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number, if any \_\_\_\_\_

**Section V**  
**Form of Contract Agreement**

**AGREEMENT**

This Agreement, made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by and between

\_\_\_\_\_

\_\_\_\_\_  
(name and address of Purchaser hereinafter called “the Purchaser”) and

\_\_\_\_\_

\_\_\_\_\_  
(name and address of Supplier hereinafter called “the Supplier”) of the other part.

**Whereas** the Purchaser is desirous that the Supplier execute supplies, installation and commissioning of \_\_\_\_\_

\_\_\_\_\_  
(name and identification number of Contract hereinafter called “the Supplies”)

and the Purchaser has accepted the Quotation/Quotation submitted by the Supplier for the installation and commissioning of such Supplies and the remedying of any defects therein over a warranty period of at least one year after supply.

**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 hereafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. 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 execute and complete the Supplies and remedy any defects therein in conformity in all respects with the provisions of the Contract.

3. The Purchaser hereby covenants to pay the Supplier in consideration of the supply, installation and commissioning of the Supplies and the remedying of defects wherein 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 thereto have caused this Agreement to be executed the days and year first before written

The Common Seal of

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was hereunto affixed in the presence of:

Signed, Sealed, and Delivered by the  
said

---

in the presence of :

Binding Signature of Purchaser:\_\_\_\_\_

Binding Signature of Supplier:\_\_\_\_\_



## **Section-VI**

### **Conditions of Contract (CC)**

**Definitions:** Boldface type is used to identify the defined terms

(a) **The Contract** is the Contract between the Purchaser and the Supplier to execute, complete, and maintain the Supplies as specified in the specifications or in other sections of the Contract. The name and identification number of the Contract is given in the Invitation to Quote.

(b) **The Supplier** is a person or corporate body whose Quotation to carry out the Supplies has been accepted by the Purchaser.

(c) **The Supplier's Price Quotation** is the completed document (Invitation to Quote together with attachments) submitted by the Supplier to the Purchaser.

(d) **The Contract Price** is the price stated in the Quotation and thereafter as adjusted in accordance with the provisions of the Contract.

(e) **Days** are calendar days; **months** are calendar months.

(f) **A Defect** is any part of the Supplies not completed in accordance with the Contract.

(g) **The Required Completion Date** is the date on which it is required that the Supplier shall complete the Supplies. The Required Completion Date may be revised only by the Purchaser by issuing an extension time or an acceleration order in writing.

(h) **Specification** means the Specification of the Supplies included in the Quotation and any modification or addition made or approved by the Purchaser.

2. **Language and Law.** The Contract shall be in the English language. The law governing the Contract shall be the applicable law(s) of the Government of Islamic Republic of Pakistan.

3. **Communications.** Communications between parties that are referred to in these Conditions shall be effective only when made in writing. A notice shall be effective only when it is delivered.

4. **Supplier's Risks.** The risks of personal injury, death, and loss or damage to property and adjacent property (including, without limitation, the Supplies, materials and equipment) are Supplier's risks.

5. **Supplies to be completed by the Completion Date.** The Supplier shall commence execution of the Supplies on the Start Date and shall carry out the Supplies in accordance with the given work schedule, as updated with the approval of the Project Supervisor, and complete them by the Required Completion Date. Supplies will be delivered at Schools destination throughout Balochistan

6. **Defects.** The Purchaser shall give notice to the Supplier of any Defects before the end of the Warranty Period, which begins at completion of supplies. The Warranty Period shall be extended for as long as Defects remain uncorrected. Every time notice of a Defect is given, the Supplier shall correct the notified Defect within the length of time specified by the Purchaser. If the Supplier has not corrected a Defect within the time specified Purchaser will assess the cost of having the Defect corrected, and the Supplier will pay this amount, or the Purchaser shall recover these amounts by deduction from the amounts due to the Supplier.

7. **Payments.** The Purchaser shall pay the Supplier the amounts as per following schedule:

- (ii) **On Acceptance:** 100 percent of the Contract Price shall be paid within fifteen (15) days of receipt of the Goods and upon submission of claim supported by the acceptance certificate issued by the Purchaser

8. **Taxes.** The Supplier is responsible for all taxes in accordance with the laws of Islamic Republic of Pakistan.

9. **Force Majeure:** Either party may terminate the Contract by giving a thirty (30) days notice to the other for events beyond that party's control, such as Wars and acts of God such as earthquakes, floods, fires, etc.

10. **Resolution of Disputes.** The Purchaser and the Supplier shall make every effort to resolve amicably by direct negotiations any disagreement or dispute arising between them under or in connection with the Contract. In case of further disagreement either party can take the matter to arbitration in accordance with the Arbitration Act of 1940.

11. **Packing.** The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

## Purchase Order Format

No.

Dated:

To,

Subject:-

Reference to RFQ No. dated. It is to inform you that your price quotation No.\_\_\_\_\_ dated\_\_\_\_\_ for the supply of the subject goods has been approved by the Committee after thorough Evaluation on the basis of your Technical and Financial bids evaluation and review of quoted samples, for an amount of **PKR XXXXX (In workds)** as per terms & Conditions described in Attachment-I to this purchase order.

### Terms and Conditions of Supply

#### 1. Prices and Schedules for Supply

S.No	Description	Specification	Quantity	Unit Rate	Total Cost
1					
2					
3					
4					
Total In Words:					

- 2. Fixed Price:** The prices indicated above are firm, fixed and are DDP prices and not subject to any adjustment during contract performance.
- 3. Delivery Schedule/Date:**
- 4. Payment:** for your invoice will be made 70% against delivery of equipment, while remaining within working days after installation
- 5. Warranty:** Goods offered should be covered by manufacturer's warranty for at least 12 months from the date of delivery to the Purchaser or the terms provided by you whichever is more favorable to Purchaser, If applicable.
- 6. Packaging and Marking Instructions:** Not Applicable
- 9. Failure to Perform:** The Purchaser may cancel the Purchase Order if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions, in spite of a 21 day notice given by the Purchaser, without incurring any liability to the Supplier.

### General Terms & Conditions:

- (g) Any Deviation from the specification mentioned in RFQ shall be deemed as violation of this document and may result in cancellation of Purchase Order, even if the product required has been delivered.
- (h) The samples provided for review by the vendor will remain in custody of PIU-IFRAP until the final delivery. However, the vendor may deduct the quantity of items as per provided samples.
- (i) No Claim or Escalation on any account shall be admissible under this Purchase Order.
- (j) Payment will be made on satisfactory delivery of supplies (complete in all respect) in PKR through Cross Cheque on Company/Firm Name, within 20 days against submission of Invoice.
- (k) Income Tax and GST shall be deducted from the invoice at time of payment at source.
- (l) In case the supplies are delayed, PIU-IFRAP will impose fine (Liquidated damages) of @ 0.5%/Day of the total contract price for each day of delay / for late completion of work, and if the fine reaches 10% of the total PO amount, the PO will be cancelled, and the firm may not be allowed to participate in future RFQ.
- (m) The bidder shall warrant PIU-IFRAP that the Goods supplied by the offeror under the award are brand new, as per approved specifications.

**Project Director**

**Acceptance by Vendor:**

**Signature & Stamp:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Contact No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_