

BIDDING DOCUMENT

(Procurement of Livelihood project 2025-2026)

PROJECT CODE: (HA-UK-25 Tender)

FRAMEWORK AGREEMENT (At least 1.5 years/end of Dec. 2026)

Please submit Bids for Each Activity by filling the section no. II/ Attached Specification

S.No.	Details (Framework Agreements Projects)	Quoted Rates, please (Yes/No)
1	Supplies of Milking Goats	
2	Supplies of Agriculture Tool kits and Seeds	
3	Supplies of Poultry Sets	
4	Supplies of Greenhouse Tunnel Farms	
5	Supplies of Sewing Machines	
6	Supplies of wheelchairs	
7	Electric Water Cooler	
8	Supplies of Honey Bee Farms	
9	Supplies of Aqiqa Animals	

Name of Firm: _____

NTN: _____

Bank Account Details: _____

Contact#: _____

Email Address: _____

Prepared by:



Human Appeal -Pakistan

Farm House 4-4, Street 11, Chak Shahzad Farms, Islamabad, Pakistan (Document Date: 24- August 2025)

Bid Submission Date: 07-September 2025

Table of Contents

Section I.

Instructions to Bidders.....	4
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Section II.

Schedule of Requirements.....	11
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Section III.

Bidders Questionnaire/Contact Form.....	12
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Section I. Instructions to Bidders

Table of Clauses

A. General.....	4
1. Scope of Bid.....	4
2. Eligible Bidders	4
3. Corrupt, Fraud.....	4
4. Eligible Goods and Services.....	4
B. The Bidding Documents.....	4
1. Content of Bidding Documents	4
2. Clarification of Bidding Documents.....	4
3. Amendment of Bidding Documents.....	4
C. Preparation of Bids.....	5
1. Cost of Bidding	5
2. Language of Bid.....	5
3. Bid Propose.....	5
4. Bid Prices	5
5. Bid Currency.....	5
6. Period of Validity of Bids	5
D. Submission of Bids	5
1. Sealing and Marking of Bids	6
2. Deadline for Submission of Bids	6
3. Late Bids.....	6
E. Opening and Evaluation of Bids.....	6
1. Opening of Bids	6
2. Clarification of Bids and Contacting Bidders.....	6

3. Preliminary Examination.....	6
4. Evaluation and Comparison of Bids.....	6
5. Clarification of Bids and Contacting HA-PAK.....	7
6. Post-qualification.....	7
7. Purchaser’s Right to Accept any Bid and to Reject any or All Bids.....	7
F. Award of Contract	7
1. Award Criteria.....	7
2. Purchaser’s Right to Vary Quantities at Time of Award	7
3. Notification of Award.....	7
4. Signing of Contract	7
G. Other Associated Conditions	7
H. Penalty on Delay in Project Completion.....	8
I. Modern Slavery.....	8
j. Selection Criteria of Bids/Proposals.....	8
Section II. Schedule of Requirements.....	11
1. Schedule of Requirements.....	11
1.1 BoQs DWW.....	11
1.2 Offered delivery period schedule.....	11
Section III. Bidders Questionnaire/Contact	24
1. Latest relevant work experiences	25

Section I. Instructions to Bidders

A. General

1. Scope of Bid

1. HA-PAK invites bids for the supply of **Aqiqa Animals Projects** and the **Livelihood Projects 2025-2026**
2. The successful Bidder is expected to complete the services by the Intended Completion date is given in section II and issued purchase orders time by time, with effective from the signing of the Framework Contract.

2. Eligible Bidders

1. This Invitation for Bids is open to all NTN-holder Bidders from all over Pakistan and AJK.
2. Bidders shall not be under a declaration of ineligibility for corrupt, fraudulent, and coercive practices issued by HA-PAK.
3. Bidders shall not be involved in terrorist acts/criminal activities or associated with individuals and/or entities associated with terrorist acts/criminal activities.

3. Corrupt, Fraudulent, Collusive, and Coercive Practices

1. HA-PAK requires that all; HA-PAK Staff, Bidders, Contractors, suppliers or distributors observe the highest standard of ethics during the procurement and execution of all contracts. HA-PAK shall reject any Bids put forward by Bidders or where applicable, terminate their contract, if it is determined that they have engaged in corrupt, fraudulent, criminal activities, collusive or coercive practices.

4. Eligible material/Goods

1. All goods /materials/ Services to be supplied under the contract shall have their origin in an eligible source (The "origin" means the place where the goods are produced, or the related services are supplied. e.g. Not smuggling goods), and all expenditures made under the contract will be limited to such Supply/construction.

B. The Bidding Documents

1. Content of Bidding Documents

The material/goods/services required, bidding procedures, and contract terms are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents include:

- a) Instructions to Bidders (ITB)
- b) Contract for Supply/Services
- c) Schedule of Requirements
- d) Technical Specifications
- e) Selection criteria form

The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required in the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

2. Clarification of Bidding Documents

A prospective Bidder requiring any clarification of the bidding documents may notify through e-mail and given in the tender notice, indicated in the published Tender Notice. While no telephonic inquiries will be entertained.

3. Amendment of Bidding Documents

1. At any time prior to the deadline for submission of bids, HA-PAK, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.
2. All prospective bidders who have received the bidding documents will be notified of the amendment in writing and will be binding on them.
3. In order to allow prospective bidders reasonable time to take the amendment into account in preparing their bids, HA-PAK, at its discretion, may extend the deadline for the submission of bids (if required).

C. Preparation of Bids

1. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of its bid, and HA-PAK will not be responsible or liable for those costs.

2. Language of Bid

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and HA-PAK shall be written in the English language.

Supporting documents and printed literature furnished by the Bidder may be in another language provided.

3. Bid Proposal

The Bidder shall propose the Bid with complete detail and the appropriate Price Schedule, indicating the services and goods to be supplied or provided, a brief description of the goods/material, and their country of origin, quantity, quality, and prices.

4. Bid Prices

1. The Bidder shall indicate on the appropriate Price Schedule the unit prices and total bid price of the goods/services it proposes to supply under the contract.
2. Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account unless otherwise specified. A bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.

5. Bid Currency

Prices shall be quoted in the following currency: For services and goods/materials that the Bidder will provide/supply to HA-PAK, the prices shall be quoted in Pakistan Rupees (PKR currency).

6. Period of Validity of Bids

1. Bids shall remain valid for the period of 12 months after the date of bid opening prescribed by HA-PAK. A bid valid for a shorter period shall be rejected by HA-PAK as non-responsive.
2. In exceptional circumstances, prior to the expiry of the bid validity, HA-PAK may request that the bidders extend the period of validity for a specified additional period of not more than 30 days. The request and the bidders' responses shall be made in writing.

D. Submission of Bids

1. Sealing and Marking of Bids

The Bidder shall stamp and sign the filled document/tender and send a scanned or PDF copy of the bid, brief profile of relevant projects done/experience/registration certificates/ references, and other documents (*project name, project amount, Organization, date of completion and contact details*) in **a Zep Folder with mentioned firm Name and project Name**, via this specified e-mail at

HA-UK-25.tender@humanappeal.org.uk duly marking the subject line **Project Code: (HA-UK-25 Tender)** and **Project Location**, applied for. Final bidders will be also requested to submit their security deposit of 5% of the whole bid/proposal by courier/post or submit by hand at the country office of HA.

2. Deadline for Submission of Bids

a) **Bids must be received by HA-PAK via the email box specified under instructions to bid (ITB), no later than (date and time) 07th September 2025, 5:00 PM.**

b) HA-PAK may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB, in which case all rights and obligations of HA-PAK and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

3. Late Bids

Any bid received by HA-PAK after the deadline for submission of bids prescribed by HA-PAK will be rejected and will not be forwarded for the bid opening processes. The Bidder will assume the responsibility of un-possession of the bid documents.

E. Opening and Evaluation of Bids

1. Opening of Bids

The bidders, bids will be opened on 08th September 2025. No bid shall be rejected at bid opening, except for late bids.

Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders in case of sealed bids.

2. Clarification of Bids and Contacting Bidders

During the evaluation of the bids, HA-PAK may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing or physical meeting and no change in the prices or substance of the bid shall be sought, offered, or permitted.

3. Preliminary Examination

HA-PAK will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required guarantees have been furnished/referenced, whether the documents have been properly signed, and whether the bids are generally in order.

4. Evaluation and Comparison of Bids

HA-PAK will evaluate and compare the bids, which have been determined to be substantially responsive.

HA-PAK's evaluation of a bid will exclude and not take into account:

- a) In the case of goods/material/services, sales and other similar taxes will be the responsibility of the vendor, which will be payable on the goods/services if a contract is awarded to the Bidder;
- b) In the case of goods/materials of foreign origin offered from abroad, customs duties and other similar import taxes which will be payable on the goods if the contract is awarded to the Bidder; and

HA-PAK's evaluation of a bid will take into account, in addition to the bid price quoted in accordance with one or more of the following factors:

- a) Delivery **schedule/completion period offered in the bid**/or purchase order;

- b) Deviations in payment schedule from that specified in the Conditions of Contract;
- c) Other specific criteria indicated and/or in the Technical Specifications, ***(Refer to selection criteria under the section I below)***

5. Clarification of Bids and Contacting HA-PAK

- a) No Bidder shall contact HA-PAK on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of HA-PAK, it should do so in writing through the given e-mail.
- b) Any effort by a Bidder to influence HA-PAK in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

6. Post-Qualification

- a) In the absence of pre-qualification, HA-PAK will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB.
- b) The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as HA-PAK deems necessary and appropriate.
- c) Prior to award, HA-PAK shall verify and validate any documents/information submitted and if necessary shall conduct an ocular inspection of the Bidder office, plant/warehouse, and equipment.
- d) An affirmative determination will be a pre-requisite for the award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event HA-PAK will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

7. Purchaser's Right to Accept any Bid and to Reject any or All Bids

HA-PAK reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or any obligation to inform the affected Bidder or bidders of the grounds for HA-PAK's action.

F. Award of Contract

1. Award Criteria

HA-PAK will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

2. Purchaser's Right to Vary Quantities at Time of Award

HA-PAK reserves the right at the time of contract award to increase or decrease, by the percentage indicated [+/- 50%], the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

3. Notification of Award

- a) Prior to the expiration of the period of bid validity, HA-PAK will notify the successful Bidder in writing, that its bid has been accepted
- b) The notification of award will constitute the formation of the Contract.

4. Signing of Contract

At the same time as HA-PAK notifies the successful Bidder that its bid has been accepted/selected, HA-PAK and successful Bidder will sign agreements.

G. Other Associated Conditions

- 1) All material/items/services must be 100% according to the specifications, quantity and quality as required
- 2) Bids should be included Carriage and Transportation/Delivery charges
- 3) Payment will be made after completion of services/delivery on the provision of bills and GRN/work completion report.
- 4) Payment will be through a cross cheque.
- 5) All applicable taxes are applied and will be deducted
- 6) Previous experience letter/pos for work (At least four)
- 7) Kindly enclose evidence of your experience with other organizations, NGOs or INGOs
- 8) The bidders will be responsible for submitting a **Bank Guarantee/Call deposit equivalent to Rs. 5%** of the total bid price in the name of the **“Human Appeal”** and attached PDF copy of the call deposit along with your bid/quotation.
- 9)

H. Penalty on Delay in Project Completion (As per agreed scheduled)

Sl No	Total Delay	% To be deducted from the contract value
1.	First 01 days	1.00%
2.	From 03 to 05 days	2.00%
3.	From 07to 10 days	3.00 %
4.	Above 10 days:	Up to 10% As per discretion of the Procurement committee of HA

I. Modern Slavery

The Supplier shall comply with all applicable anti-slavery and human trafficking laws, statutes, regulations from time to time in force including but not limited to the Modern Slavery..., and have and maintain throughout the term of this Agreement its own policies and procedures to ensure its compliance.

i. **Selection Criteria of Bids/proposal** Up to 10% As per discretion of Procurement committee of HA

INSTRUCTIONS – Bidders are required to complete all sections of the table below and mention the attached documents as an annexure 1,2,3.....so on in the comments and attachments column

SELECTION CRITERIA			
Items	Question/indicators	Bidder's Response	
		Yes/No	Comments /and Attachments of Proofs
A	ESSENTIAL CRITERIA (General)		
1	Bidder accepts Human Appeal's Terms and Conditions and complies with all RFP/RFQ mandatory requirements /information on the same tender format.		
2	The bidder confirms they are not a prohibited party under applicable sanctions laws or anti-terrorism laws. (Local and international)		
3	Suppliers/Vendors are not any prohibited parties or on Government debar/ Blacklisting by any organization.		
4	Have a valid NTN certificate/ GST certificate		

5	Valid PEC Certificate		
6	Utility bill offices as physical evidence		
CAPABILITY & SUSTAINABILITY QUESTIONS			
B Company Experience and References (Point 12) (4 for Each)			
1	Experience of a company on similar projects (Minimum 4) 04 projects experiences = 4 03 projects experiences = 3 02 projects experiences = 2 01 projects experiences = 1		
2	working experiences in relevant Area or Regional Experience (previous) if yes= 4 If Nearby = 3 If No =1		
3	Quality of Reference Check If up to mark 4 If Moderate 2 If a Negative Response 0		
C Financial Health of Company (Points 16)			
1	Project Implemented Worth of Similar projects (Highest valued work orders) if average of 4 project values is above the total of HA Budget = 10 80 % of total budget=8 50 % of total =5 Below the 50% of Budget = 2		
2	Latest Bank Maintenance Certificate if yes= 3 If No =0		
3	The latest Financial Audit report of Frim if yes= 3 If No =0		
D Quality of Bid/Proposal and Lead time. (Points 06)			
1	Proposed completion time for this projects (3-7 Months) if 3 Months or below = 6 if within 5 Months = 3 if within 7 Months = 2 if the above 7 months = 0		
E Environmental, Social, Health, and Safety Impact (Points 06)			
1	The bidder demonstrates activities OR has processes in place within their organization. (e.g., paperless offices, green technology in offices, policies, training programs, community outreach programs, etc.) If Yes = 3 If No = 0		
2	Availability of in-house personnel dedicated person to ESHS issues(Please attached Profile of Personnel) If Yes =03 If No = 0		

F Financial proposal/Bid offered (Points 60)			
1	Overall project costs Lowest bidder =40 2nd Lowest Bidder =35 3rd Lowest Bidder=30 4th Lowest bidder=20 5 lowest Bidder = 10 above then 5th =05		
2	The Supplier provides bid security /Pay order / a bank guarantee relevant to the project If Yes =10 If No =05		
3	The Supplier asks to be paid advance payment in case selected for the project: If 0% advance=10 If 10% advance=07 If 20% advance=04 If 30% advance=01		
Note: Please attach all Scanned or PDF documents along with the bid/ offer/quotation in one zip folder with your organization and project names and send via the given email			Total Points=100

Proposed Completion Time after Purchase order	1 Week or below	Within 2 weeks	Within 3 weeks	4 weeks or Above
If other than above please specify here...				

0% Advance payment	10% Advance payment	20% Advance payment	30% Advance payment

All the rates will be valid for **1.5 years** (or End of December 2026) **from** date of signing of agreement.

(DISTRICTS WISE QUOTATION)

Annexure-1: BOQ Section:

1. SUPPLY OF MILKING GOATS (OPTION-1)

Pair Milking Goats							
Pair of Milking Goats of Samroti/ Grori Thari breed of goats that are vaccinated and are 18-24 months old. Weight 25-30 kg live Transportation of goods will be the responsibility of the vendor							
<i>(Unit Rate must be included of all taxes if applicable)</i>							
Districts of SINDH	Per Pair rate, including all taxes (PKR)	Districts of PUNJAB	Per Pair rate, including all taxes (PKR)	Districts of KPK	Per Pair rate, including all taxes (PKR)	Districts of AZAD KASHMIR	Per Pair rate, including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadkot)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			
<p>Note:</p> <p>The quantity will range between 10 to 200 pairs in one go, subject to adjustment based on site requirements. However, in certain cases, the number may be reduced to fewer than 5 pairs, as mutually agreed upon with the vendor.</p> <p>2. It is mandatory for all animals to undergo a quarantine period of 10 to 15 days at the vendor’s premises. During this period, if any animal shows signs of illness or dies, the vendor shall bear full responsibility and must provide an appropriate replacement for the affected animal.</p> <p>3. RATES MUST BE VALID TILL 31ST DECEMBER 2026</p>							

1.1. SUPPLY OF MILKING GOATS (OPTION-2)

Pair Milking Goats

Pair of Milking Goats of betal/alpine/sanen of goats that are vaccinated and are 18-24 months old. Weight 25-30 kg live Transportation of goods will be the responsibility of the vendor

(Unit Rate must be included of all taxes if applicable)

Districts of SINDH	Per Pair rate, Including all taxes (PKR)	Districts of PUNJAB	Per Pair rate, including all taxes (PKR)	Districts of KPK	Per Pair rate, including all taxes (PKR)	Districts of AZAD KASHMIR	Per Pair rate, including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdaskot)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			

Note:

- ✓ The quantity will range between 10 to 200 pairs in one go, subject to adjustment based on site requirements. However, in certain cases, the number may be reduced to fewer than 5 pairs, as mutually agreed upon with the vendor.
- ✓ It is mandatory for all animals to undergo a quarantine period of 10 to 15 days at the vendor's premises. During this period, if any animal shows signs of illness or dies, the vendor shall bear full responsibility and must provide an appropriate replacement for the affected animal.
- ✓ **RATES MUST BE VALID TILL 31ST DECEMBER 2026**

2. SUPPLY OF POULTRY FARMS

Poultry Farm:							
30 (25 Hen & 5 Roosters) poultry birds (Desi, Golden or Misri Age 17 to 18 weeks and vaccinated compulsory), along with a poultry feed pack of 20 KG iron pot/Plastic for watering and feed.							
Transportation of goods will be the responsibility of the vendor till the different villages of the Districts (within 60 to 80 Km radius) <i>(Unit Rate must be included of all taxes if applicable)</i>							
Districts of SINDH	Per Set rate, Including all taxes (PKR)	Districts of PUNJAB	Per Set rate, including all taxes (PKR)	Districts of KPK	Per Set rate, including all taxes (PKR)	Districts of AZAD KASHMIR	Per Set rate, including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadkot)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			
Note:							
<ul style="list-style-type: none"> ✓ The quantity will range from 10 to 50 sets, subject to adjustment based on site requirements. In certain cases, the quantity may be reduced to fewer than 5 sets, as mutually agreed upon with the vendor. ✓ All birds must undergo a mandatory quarantine period of 10 to 15 days at the vendor's premises. During this period, if any bird exhibits signs of illness or dies, the vendor shall bear full responsibility and must provide a suitable replacement. ✓ Additionally, any bird that dies during transportation shall also be replaced by the vendor ✓ RATES MUST BE VALID TILL 31ST DECEMBER 2026 							

3. Supplies of Wheel chairs

Supplies of Wheel chairs:							
Wheelchairs of Model: KY.809 Crome Body (Imported) Not Local made, Transportation of goods will be the responsibility of the vendor to till the different villages of the Districts (within 60 to 80 Km radius)							
Districts of SINDH	Per Chair rate Including all taxes (PKR)	Districts of PUNJAB	Per Chair rate Including all taxes (PKR)	Districts of KPK	Per Chair rate Including all taxes (PKR)	Districts of AZAD KASHMIR	Per Chair rate Including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadt)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			

Note:

- ✓ The quantity will range from 10 to 80 chairs, subject to adjustment based on site requirements. In certain cases, the quantity may be reduced to fewer than 5 chairs, based on mutual agreement with the vendor
- ✓ **RATES MUST BE VALID TILL 31ST DECEMBER 2026**



4. Supplies of Sewing Machine

Option 01: Salika Machines SL-2

(Salika Machines SL-2 (With complete accessories/Tool Kit including 1x scissors 10 to 12 inches, 1x set of needles minimum 10 to 15 needles, 1x Measuring Tape, 01 x Screwdriver, and 1 x oil bottle) 1 x wooden/iron cover with warranty. (Non-Electric Machine)

Transportation of goods will be the responsibility of the vendor till the field offices of HUMAN APPEAL

SINDH	Per Unit rate Including all taxes (PKR)	PUNJAB	Per Unit rate Including all taxes (PKR)	KPK	Per Unit rate Including all taxes (PKR)	AZAD KASHMIR	Per Unit rate Including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadt)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			

Note: The quantity will range from 20 to 150 Units, subject to adjustment based on site requirements. In certain cases, the quantity may be reduced to fewer than 10 units, based on mutual agreement with the vendor

RATES MUST BE VALID TILL 31ST DECEMBER 2026

Option 02: Singer Sewing Machines (equivalent to SL 2 model or batter one) (along with complete all above accessories/tool kits, as mentioned in SN.1)

(Non-Electric Machine)

Transportation of goods will be the responsibility of the vendor till the field offices of HUMAN APPEAL

SINDH	Per Unit rate Including all taxes (PKR)	PUNJAB	Per Unit rate including all taxes (PKR)	KPK	Per Unit rate Including all taxes (PKR)	AZAD KASHMIR	Per Unit rate Including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadt)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			

Note: The quantity will range from 20 to 150 Units, subject to adjustment based on site requirements. In certain cases, the quantity may be reduced to fewer than 10 units, based on mutual agreement with the vendor

RATES MUST BE VALID TILL 31ST DECEMBER 2026

Option 03: Brother Sewing Machines (equivalent to SL 2 model or batter one) (along with complete all above accessories/tool kits as mentioned in SN.1)
(Non-Electric Machine)

Transportation of goods will be the responsibility of the vendor till the field offices of HUMAN APPEAL

SINDH	Per Unit rate Including all taxes (PKR)	PUNJAB	Per Unit rate including all taxes (PKR)	KPK	Per Unit rate Including all taxes (PKR)	AZAD KASHMIR	Per Unit rate Including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadkot)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			

Note: The quantity will range from 20 to 150 Units, subject to adjustment based on site requirements. In certain cases, the quantity may be reduced to fewer than 10 units, based on mutual agreement with the vendor

RATES MUST BE VALID TILL 31ST DECEMBER 2026

Option 04: ROCKET Sewing Machines (equivalent to SL 2 model or batter one) (along with complete all above accessories/tool kits as mentioned in SN.1)
(Non-Electric Machine)

Transportation of goods will be the responsibility of the vendor till the field offices of HUMAN APPEAL

SINDH	Per Unit rate Including all taxes (PKR)	PUNJAB	Per Unit rate including all taxes (PKR)	KPK	Per Unit rate Including all taxes (PKR)	AZAD KASHMIR	Per Unit rate Including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadkot)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			

Note: The quantity will range from 20 to 150 Units, subject to adjustment based on site requirements. In certain cases, the quantity may be reduced to fewer than 10 units, based on mutual agreement with the vendor

RATES MUST BE VALID TILL 31ST DECEMBER 2026

5. Supplies of Honey Bee Frames

Supplies of Honey Bee Sets for the District of BAGH, and RAWALAKOT AJK					
SN	Details	Unit	Qty	Unit Rate PKR	Total Amount PKR
1	02 Honey Bee Hive Boxes Empty 02 x Empty Honeybee Hive/boxes for Apis Cerena breed @each beneficiary along with Frames and Wax Cost of wax for the complete hive /box of 8 -10 frames	2 boxes with all accessories without bees	2		
2	Complete Tool Kit Tool kit includes Cap, Smoker, Brush, Uncapping Knife, Knife, Feeder, Queen Cage and Gloves.	One Kit	1		
3	Training 03 days training for each farmer 30 TO 35 PERSONS Including all expenses like Trainers traveling, food and Accommodation expenses	Per day training	1		
4	Supplies of 2x Honey Bees Colonies Apis Cerena (Apis Cerena) with frame and boxes for each beneficiary	2 boxes with all accessories with full bees	2		
5	Bee Keeper Suits	One Suite	1		
6	CGI Sheet to cover Box (according to Bee Boxes Sizes)	1 x 4	4		
TOTAL COST OF ONE SET IN PKR:					
<p>The Note: Quantity can be minimum 5 units/sets in one go , Number can be increase and decrease as per need of site, delivery till project location will be responsibility of vendor</p> <p style="text-align: center;">RATES MUST BE VALID TILL 31ST DECEMBER 2026</p>					

6. Supplies of Greenhouses (Tunnel Farming)







S.N	Specification	QTY	Unit Rate	Total Amount
7	Round Pipe Qty: 11, Arch shape Ω, Gauge: 18, Dia: 1 inch Size: 20 feet For Tunnel formation recommendation from agriculture research Shinkhari is mild steel 1 inch dia pipes coated with zinc to prevent from rust	11 Round shape pipe		
8	Straight pipe Length QTY: 6 Pipes (Size: 20 feet each Pipe) Gauge: 18, Dia: 1 inch Special MS Pipe for Tunnels Special MS Pipe for Tunnels (stainless steel)	06 Straight pipe Length		
9	Green sheet Good Quality Sheet Size: 20 X 40 feet, Qty: 3 Sheets	3 Sheets		
10	Polythene sheet .1 mm to .5 mm thickness size: 20x 40 feet, Qty: 3 Sheets	Qty: 3 Sheets		
11	Steel wire 15 Kg per tunnel	15 Kg		
12	Temperature of Tunnel There is need to maintain temperature below 28 degrees Celsius	01 No		
TOTAL COST OF ONE SET IN PKR:				
Quaintly can be minimum 2 units/sets in one go, Number can be increase and decrease as per need of site, delivery till project location will be responsibility of vendor				
<i>(Unit Rate must be included of all taxes if applicable) and NOTE:</i>				
RATES MUST BE VALID TILL 31ST DECEMBER 2026				



Supplies of Green house (District wise unit Rates)

SN	Delivery Locations (Districts)	QTY.	Unit Rate (Same as above) PKR	Additional Transport Cost if any / Unit Rate PKR	Total Unit Rate (District wise) PKR
1	Tharparkar	1			
2	DADU	1			
3	SBA (NAWABSHAH)	1			
4	QSK (Qambar Shahdadkot)	1			
5	Jacobabad	1			
6	Rahimyarkhan	1			
7	Rajanpur	1			
8	Faisalabad	1			
9	Rawalpindi (Murree and Taxilla)	1			

10	Bahawalpur	1			
11	Peshawar	1			
12	Mansehra	1			
13	Batagram	1			
14	Torghar	1			
15	Nowsharia	1			
16	Muzaffarabad	1			
17	Bagh AJK	1			
18	Bhimber AJK	1			
19	Mirpur AJK	1			

7. Supplies of Agriculture Tool Kits (A) and Seeds (B)

S#	Name	Picture	Specification	QTY	Proposed Unit Rates (PKR)
1	(Mattel made) Rack head with wooden rode		Mattel made or concrete iron with wooden rode size 9mm	1	
2	(Mattel made) Sickles with wooden handle		Mattel made 10 to 12 inches log with sharp edges	1	
3	(Mattel made) large hoes with wooden rode		According to there size 14 with gauge 14 with wooden rode	1	
4	(Mattel made) shovel with wooden handle		Mattel made with gauge 14	1	
5	(Mattel made) small hoes with wooden handle		Mattel made with gauge 14	1	
6	(Plastic-made) Shower Drum 5 litter		drum 5 litter	1	

Ter 7	Hand Trowel		Mattel made with gauge 14	1	
8	Hand cultivator		Iron made with 9 mm polish steel rod	1	
TOTAL COST OF ONE SET (A) IN PKR:					
Quantity can be minimum 20 units/sets in one go , Number can be increase and decrease as per need of site, delivery till project location will be responsibility of vendor					
<i>(Unit Rate must be included of all taxes if applicable) and</i>					
NOTE: RATES MUST BE VALID TILL 31ST DECEMBER 2026					

Supply of Seeds

SN	Details and NAMES OF VEGETABLES	weight	Pack 01	Unit Rates PKR
1	Apple Gourd (Tinda) Desi Tinda/Desi Green Glod/certus tinda	125 gm	Pack 01	
2	Bitter Gourd (Kareel Pali/Certus krela	30 gm	Pack 01	
3	Sponge Gourd (Toori) 850/Awapani/desi toori	30 gm	Pack 01	
4	Bottle Gourd (KADOO) MARO KADO	125 gm	Pack 01	
5	CUCUMBER (KHEERA) Desi Kheera	40 gm	Pack 01	
6	Okkara (BHEENDI) Subspari/Rkananomeka/045C	30 gm	Pack 01	
7	Chilies (Mirchi) Sky line4/ Sky line 3 /sky line 5	30 gm	Pack 01	
8	eggplant (Began) Black star BS-09, Adventa 303 f1	30 gm	Pack 01	
9	Cluster Beans (GWAR) Green Gold Sindhi Special GWAR	30 gm	Pack 01	
10	Tomato (Roma, Plong,)	15 gm	Pack 01	
11	Spanish((Palak)	100 gm	Pack 01	
12	Garlic (G1) Desi White)	30 gm	Pack 01	
TOTAL COST OF ONE SET (B) IN PKR:				
Quantity can be minimum 20 units/sets in one go , Number can be increase and decrease as per need of site, delivery till project location will be responsibility of vendor				
<i>(Unit Rate must be included of all taxes if applicable) and</i>				
NOTE: RATES MUST BE VALID TILL 31ST DECEMBER 2026				
Vendors are requested to please provide 95 % Germination certificates along with seed				

Supplies of Agriculture Tool Kits (A) and Seeds (B) and Additional Cost if any (C)						
SN	Delivery Locations (Districts)	QTY. (set)	Unit Rate (Same as above) PKR (Tool Kit-A)	Unit Rate (Same as above) PKR (Seeds-B)	Additional Transport Cost if any / Unit Rate PKR (C)	Total Unit Rate (District wise) PKR (A+B+C)
1	Tharparkar	1				
2	DADU	1				
3	SBA (NAWABSHAH)	1				
4	QSK (Qambar Shahdadt)	1				
5	Jacobabad	1				
6	Rahimyarkhan	1				
7	Rajanpur	1				
8	Faisalabad	1				
9	Rawalpindi (Murree and Taxilla)	1				
10	Bahawalpur	1				
11	Peshawar	1				
12	Mansehra	1				
13	Batagram	1				
14	Torghar	1				
15	Nowsharia	1				
16	Muzaffarabad	1				
17	Bagh AJK	1				
18	Bhimber AJK	1				
19	Mirpur AJK	1				

8. Supplies of Water Cooler for Schools with three stage water purification system/filter

S.#	Product	Description	QTY	Unit Rate
1	Capacity	65/Litres	1	
	Company	Super Asia, Fischer Electronics, Nasges or Equivalent		
	Taps	02		
	Cabinet	Made of stainless steel sheets (non-magnetic). Drain pot made of hard plastic or GI sheet. Back panel easily removable for cleaning and servicing.		
	Refrigeration System	Fitted with high quality, high-starting torque, High-temperature compressors (Imported DANFOSS thermostat Imported SECOP compressor with min one-year replacement warranty). Copper cooling coil metal bonded to outside of water tank. Whole system hermetically sealed with R-134 as refrigerant.		
	Water System	All cooper, brass, stainless steel water system. Water tank made of stainless steel. SWG 18 gauge stainless steel sheet tank.		
	Insulation	Moisture proof and highly effective polystyrene insulation.		
	Thermostat	High quality water temperature control thermostat, adjustable from Adjustable thermostat from 7 C – 12 C		
	Voltage Rating	Twin pilot lights to indicate power supply and compressor operation.		
2	Water Filtration System	3 Stages water Purifier With steel Plate, 1 stage PPF for removal of sediment from water, 2nd Stage PPF cartridge for double filtration 3rd Stage CTO Filter for Taste, odor and color reduction	1	
3	Steel Name Plaque	As per HA specifications and size of the front panel of cooler to be fixed with steel sheets rivet gun	1	
TOTAL COST OF ONE SET IN PKR:				
Quaintly can be minimum 10 units/sets in one go , Number can be increase and decrease as per need of site, delivery till project location will be responsibility of vendor				
<i>(Unit Rate must be included of all taxes if applicable) and</i> NOTE: RATES MUST BE VALID TILL 31ST DECEMBER 2026				

Supplies of Water Cooler (District wise unit Rates)

SN	Delivery Locations (Districts)	QTY.	Unit Rate (Same as above) PKR	Additional Transport Cost/ Unit Rate PKR	Total Unit Rate (District wise) PKR
1	Tharparkar	1			
2	DADU	1			
3	SBA (NAWABSHAH)	1			
4	QSK (Qambar Shahdadkot)	1			
5	Jacobabad	1			
6	Rahimyarkhan	1			
7	Rajanpur	1			
8	Faisalabad	1			
9	Rawalpindi (Murree and Taxilla)	1			
10	Bahawalpur	1			
11	Peshawar	1			

12	Mansehra	1			
13	Batagram	1			
14	Torghar	1			
15	Nowsharia	1			
16	Muzaffarabad	1			
17	Bagh AJK	1			
18	Bhimber AJK	1			
19	Mirpur AJK	1			

9. Supplies of Aqiqa Animals Goats (Mate/Female) For Aqiqa

Supply of Aqiqa animals:							
Specification of Aqiqa Animals Goats (Male/Female)							
Age: 1 year (Compulsory)							
20 to 22 KG weight of live animal							
Minimum Net meat Average 10 KG (Without skin and feet and stomach) Including all Taxes and Transportation to different locations /districts Vendor will supply animals in different chunks as per the demand of field staff							
<i>(Unit Rate must be included of all taxes if applicable)</i>							
Districts of SINDH	Per Animal rate, including all taxes (PKR)	Districts of PUNJAB	Per Animal rate, including all taxes (PKR)	Districts of KPK	Per Animal rate, including all taxes (PKR)	Districts of AZAD KASHMIR	Per Animal rate, including all taxes (PKR)
Tharparkar		Rahimyarkhan		Peshawar		Muzaffarabad	
DADU		Rajanpur		Mansehra		Bagh AJK	
SBA (NAWABSHAH)		Faisalabad		Batagram		Bhimber AJK	
QSK (Qambar Shahdadkot)		Rawalpindi (Murree and Taxilla)		Torghar		Mirpur AJK	
Jacobabad		Bahawalpur		Nowsharia			
Note:							
✓ Quantily can be minimum 10 units in one go but some time would be 3 to 5 Aqiqa animals , Number can be increase/decrease as per need of site, transport/delivery till project location will be responsibility of vendor							
✓ RATES MUST BE VALID TILL 31ST DECEMBER 2026							

Section III needs to be filled with complete information

Section III. Questionnaire/Contact Form

1. Bidders Questionnaire/Contact Form

While the bid documents can be downloaded from the website www.humanappeal.org.pk (<https://humanappeal.org.pk/work/tender.php>) and <https://www.iapg.org.uk/tenders/> bidder has to submit back the evidence/proof documents along with filled tender document/bids with completed information and documents in Scanned/PDF format in **a one zip folder with the name of your organization and project** (for example (.....))

HA-PAK

Bidders Questionnaire/Contact Form

1) Organizational Information

Organization Name		
Legal Status of Organization	1- Public Limited <input type="checkbox"/>	
	2-Private Limited Company <input type="checkbox"/>	
	3-Partnership <input type="checkbox"/>	
	4-Sole Trader <input type="checkbox"/>	
	5-Other(Please specify)_____	
NTN Number		
Postal Address		

2) Contact Information:

	Main Contact (Executive head)	Focal Person
Name		
Designation		
Telephone (with city code)		
Mobile Phone		
E-mail IDs		

Please share the Latest and relevant work experience details				
	Project-1	Project-2	Project-3	Project-4
Name of Organization				
Contact name and phone , number, Email				
Description of items/services delivered				
Project implementation Area/Location:				
Quantity				
Date contract awarded				
Date contract Completed				
Value of Contract in PKR Please share your Maximum value P.O details				
Bidders are requested to attach PO's/ or agreements of the above details as evidence (Documents shared via Google Drive are not acceptable/accessible)				

UNDERTAKING BY BIDDER:

I hereby undertake that the above information is correct and if found incorrect, the firm shall be liable for disqualification/ legal action. I acknowledge the terms and conditions along with right of Human Appeal Pakistan to accept/reject the application without assigning any reason, which shall not be challenged in any court of law.

Name

Date

Stamp

Signature

Bid Document Issued By: _____

(Snr. Operations Manager)

OPERATION DEPARTMENT

HUMAN APPEAL PAKISTAN

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