Tender Document

MAINTENANCE MANAGEMENT SYSTEM FOR AGRI MACHINERY

Punjab Information Technology Board

15-C-1 Model Town, Lahore, Pakistan

Phone: (+ 92) (42) (35843701- 2, 99232121), Fax:(+92) (42) (99232123)

URL: www.pitb.gov.pk

Table of Contents

Table of Contents

1.0 Introduction.....3

2.0 Project Objective.....5

3.0 Project Scope and requirements.....5

4.0 General Terms.....9

5.0 Documents Required 11

6.0 Evaluation.....12

7.0 Quality of Service.....14

8.0 Detailed Bidding Rules 15

9.0 Terms and Conditions 24

10.0 Forms 34

Annexure 1.....41

Invitation to Bid

1.0 Introduction

Punjab Information Technology Board (hereinafter referred to as "the Purchaser") invites / requests Proposals (hereinafter referred to as "the Tenders") for supply of services for **MAINTENACE MANAGEMENT SYSTEM FOR AGRI MACHINERY.** The services required comprise of Maintenance Management System including Inventory of Parts for Bulldozers and other heavy duty equipment of Punjab Agriculture Department.

1.1 PPRA Rules to be Followed

Punjab Procurement Rules 2009 will be strictly followed. These may be obtained from:

http://ppra.punjab.gov.pk/PublicPages/prorules1.aspx

In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Punjab Procurement Rules 2009.

1.2 Mode of Advertisement(s)

As per Rule 12(1), this Tender is being placed online at PPRA's website, as well as being advertised in print media.

As per Rule 12(3), this Tender is also placed online at the website of Purchaser. The bidding document carrying all details can be downloaded from PITB website **http://www.pitb.gov.pk** or received from Accounts Officer, 15-1-C Model Town, Lahore. At the time of submission of bids, the bidders are required to submit the deposit slip of PKR.500/- per tender in PITB A/C No. UBL 1534-9, SAM Branch, LCCI, Lahore.

1.3 Type of Competitive Bidding

As per Rule 36(b), Single Stage-Two Envelope Procedure shall be followed. This is as follows:

i. The bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
ii. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion;
iii. Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened;
iv. The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened;
v. The procuring agency shall evaluate the technical proposal in a manner prescribed in Section 6 of this document, without reference to the price and reject any proposal which does not conform to the specified requirements.
vi. During the technical evaluation no amendments in the technical proposal shall be permitted;

vii. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;

viii. After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and

ix. The bid found to be the lowest evaluated bid shall be accepted.

In accordance with these rules, interested companies (hereinafter referred to as "Contractors") applying for bids should submit two separate **bids/envelopes for Financial Proposal and Technical Proposal.**

1.4 Bidding Details

All the bids must:

- be accompanied by a call deposit **(CDR) of 02% of quoted price in favor of "Punjab Information Technology Board"**.
- be submitted along with the CDR, Tender Forms, Affidavits, etc.,
- be delivered to the office of the Accounts Officer, Punjab Information Technology Board, Lahore on or before 1500 hours on **March 2nd, 2011**.

The Technical bids will be publicly opened in the Committee Room of Punjab Information Technology Board, Lahore, 15-1-C Model Town, Lahore, at 1530 hours on **March 2nd, 2011**.

PITB will host a Q&A session from **2pm to 4pm** for all those interested in bidding, at PITB premises (15-C Model Town, Lahore), on **February 23, 2011**. The session is for the purpose of clarifying any concerns that potential bidders may have regarding the specifications of the project.

Bidders must submit bids on the basis of complete services. Failure to meet this condition will cause disqualification of the bidder.

Bidders shall submit bids which comply with the Bidding Documents. Alternative bids will not be considered. The attention of bidders is drawn to the provisions of Clause on "Determination of Responsiveness of Bid" regarding the rejection of Bids, which are not substantially responsive to the requirements of the Bidding Documents.

The Purchaser will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

As authority competent to accept the tender, the Purchaser reserves the right to accept or reject one or all bids without assigning any reason thereof.

Failure to supply services within the specified time period will invoke penalty as specified in this document. In addition to that, Call Deposit (CDR) amount will be forfeited and the company will not be allowed to participate in future tenders as well.

2.0 Project Objective

Punjab Agriculture Department, Government of Punjab has the mandate to provide services for land and water resources development in the province. For land resource development bulldozers are provided to the farming community for development of cultivable waste land and improvement of existing cultivated fields on custom hiring basis. Similarly, power drilling rigs, hand boring plants and allied machinery are provided for ground water exploitation and exploration.

To provide the above services to the farmers the department has a fleet of 342 operational bulldozers, 182 hand boring plants, 20 power drilling rigs, 10 electrical resistivity meters, 38 power winches and 10 air compressors. The machinery is allocated keeping in view the demand of the respective districts and is available in all the districts of the Punjab. To keep this machinery in working conditions and conduct proper repair & maintenance services a network of 24 workshops has been established at divisional/district headquarters in the province. The main stores of spare parts are also maintained at divisional workshops and are headed by Assistant Agricultural Engineer (Stores).

Implementing centralized Maintenance Management System, including inventory of spare parts for the equipment listed above in all stores and workshops of Punjab Agriculture Department will improve maintenance management of the fleet of equipment. In addition to automating preventive maintenance of equipment the system will enable the department to make informed decisions when procuring new spare parts for its equipment, resulting in lesser down times and avoidance of duplicate procurement.

Through this tender, PITB intends to procure services of an IT Solution Provider for implementation, maintenance, security and support of a Web-based Maintenance Management System. Prospective contractor with expertise in such systems would be preferred. IT Solution Providers licensed in Pakistan are permitted to participate in this tender.

The Contractor must make summarized and detailed reports available (based on real-time information) to authorized users of Agriculture Department, Government of Punjab via a secure, online/Web-based reporting system. The reports will provide details on availability of parts at all stores and workshops, maintenance history of equipment, costing information and preventive maintenance schedules.

Government of Punjab will retain the ownership of all data and the system. A Non-Disclosure Agreement (NDA) will be signed with the service provider / contractor upon award of contract.

Purchaser will have the right to approve/disapprove any employees assigned by the contractor to the project in case of any complaints, or unsuitability due to education and/or work experience.

3.0 Project Scope and Requirements

Contractor is required to quote one single price for all the components listed in Sections 3.1 to 3.4, to be given in Box X of Table 1 shown below. Contractors are also required to give breakups of costs for each section, where applicable. The final award will be made solely on the combined cost in Box X and not on any breakup values.

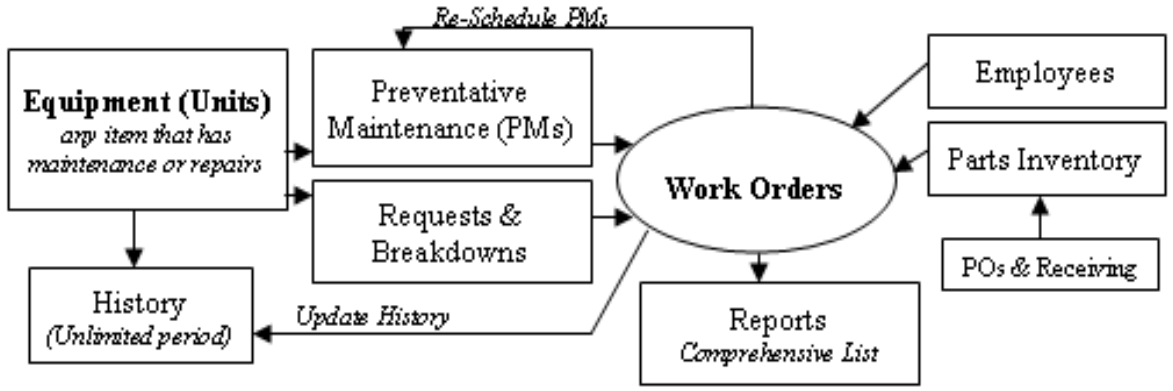
Table 1: BID SUMMARY

ITEM	TOTAL COST
3.1 Maintenance Management System **I. Application licensing costs for anticipated concurrent user load of 14 users** **II. Cost of one additional license** **III. Software Implementation costs based on scope stated in this document, and training**	
3.2 Annual (recurring) Charges **(for application licensing)**	
3.3 App server licensing cost	
3.4 Monthly Support Charges	
TOTAL	**Box X: AMOUNT HERE WILL DETERMINE THE LOWEST BID**

Note: PITB reserves the right to purchase additional licenses, if required, at quoted or negotiated lower price. Please provide hardware specifications recommended for optimal operations of the proposed system/user load in a high availability environment. Stated hardware recommendations must be verifiable through the Principal.

3.1 Software/ Application

All the stores and workshops of the Field Wing of Agriculture Department, Government of Punjab will be connected to the centrally hosted Maintenance Management System through web. Data entry points will be established at provincial, regional, divisional and district levels (40 Data Entry Points in total, list attached as Annexure 1).



As illustrated in the diagram above the proposed Maintenance Management System should manage the following:

I. The solution should be based on a proven, widely deployed and reliable Maintenance Management product, as opposed to a custom developed solution. The proposed product should have at least a minimum of 100 implementations globally in separate organizations.
II. The proposed system should include modules for Assets, Maintenance Documentation, Employees / Requesters, Planning Maintenance (P.M.), Work Orders, Inventory/stock Management, Job Costing etc.
III. The system should also include a reference library where documents such as Instructions Guides, Reference Manuals, Drawings etc. can be stored and made accessible to authorized users of the system.
IV. System should allow future integration with other systems via published APIs, web services, and file (CSV format) import/export features.
V. System should be capable of real time inventory tracking between multiple locations.
VI. System should ensure data security and only allow authorized access.
VII. System should be centrally hosted and accessible online, with each valid user having his/her individual login account.
VIII. System should have the ability to create multiple approver level workflows and manage data of employees / requesters.
IX. System should be able to handle both time and condition based preventive maintenance activities.
X. System must be configurable for multiple companies and multiple sites
XI. System should allow expiration date (warranty) tracking
XII. System should enable users to set up automated alerts such as, when inventory of an item falls below a minimum set level, early warning before expiration of an item etc.
XIII. System should maintain detailed logs of user login, transactions and activities.
XIV. Contractor will also be responsible for entering data related to approximately 500 Bulldozers and other heavy machinery into the Maintenance Management System along with creation of multiple sites to cover all workshops and stores
XV. Contractor will also be responsible for the complete configuration of the system before rollout, including but not limited to user account creation, appropriate role based user access rights, warehouse location set up, workflow configuration, spare part and asset configuration and reporting filters etc.
XVI. Contractor will be responsible for configuring Preventive Maintenance schedules (asset wise, activity wise, responsibility wise etc.) for all assets into the system.
XVII. The solution should be able to export data (e.g. transactions, inventory item etc.) into MS Excel, PDF etc. formats based on user customizable filters.
XVIII. The solution should allow users and/or administrators to set up triggers for system/email alerts.
XIX. System should track all spare parts from the time they enter the inventory, of any store or workshop, until they are fitted into a vehicle/equipment.
XX. System should maintain detailed history of each vehicle/equipment, recording any maintenance (preventive or breakdown related)
XXI. Upon entry of a new spare part, the system may automatically assign a serial number, which can also be printed.
XXII. System should be scalable and extensible.

XXIII. Before creating a new work order system should automatically verify availability of a part at all stores or workshops.
XXIV. System should generate automatic alerts about preventive maintenance schedule of equipment.
XXV. System should have the capability to restrict issuance of a new spare part only upon receipt of an old spare part
XXVI. Contractor will be responsible for entering assets (bulldozers and other equipment, around 800 in number) of agriculture department, along with their listed spare parts and preventive maintenance schedule into the system before go live.
XXVII. The system should be able to allow reading barcodes for inventory items.
XXVIII. System should be web based allowing authorized users to generate reports (details provided in sub section 3.1.1)

3.1.1 Reports

The system should allow authorized users to generate reports including:

I. Availability of parts including their location, price, date of manufacture, name of manufacturer and any other relevant information.
II. Detailed breakdown history of machinery.
III. Comparative price reports of spare parts procured by different stores.
IV. Detailed reports about preventive maintenance of equipment.
V. Detailed reports about job costing including costs for labor, material, parts and other overheads.
VI. Detailed reports about status of work orders.
VII. Comparative reports about prices of parts procured at various locations.
VIII. On total cost of inventory at various locations as well as a consolidated top-level view.
IX. On expiry date (warranty) of parts at one or more locations.
X. On the details of items received from a particular manufacturer at one or more locations.
XI. On stock position across single or multiple locations for one or more stock items.
XII. On stock received at one or more locations over a user specified time duration.
XIII. Current status of work order(s), expected completion dates etc.
XIV. On pending work orders, cancelled work orders, waiting for approval work orders, waiting for material (parts) work orders etc.
XV. The reporting system should have the ability to provide graphical representation of the information with drill-down capability.

3.1.2 Data Security

Security of all the data being input into the system must be ensured the by the contractor. The contractor must also ensure that the system is safe from hackers.

3.2 Annual (recurring) charges

The bidder must include price of annual recurring maintenance charges for the proposed product.

3.3 App Server License

The bidder must also include application server licenses for the estimated user load configured for high availability.

3.4 Support Charges

3.4.1 End User Support

Upon completion of customization and implementation of the solution, the contractor will maintain and support the system for a period of one year, subject to all necessary budgetary approvals. Price for monthly end user support both onsite and remote must also be included in the bid price. A qualified support person with experience in supporting users on this platform, must be available for email/phone support between 8 am and 4 pm on all working days. Bidder must also submit a detailed support plan identifying types of support that will be provided and associated service level attributes.

3.4.2 Application/System Support

Qualified support resources with experience in troubleshooting/configuring application, database and other necessary components related to the solution hosted at the Government designated Datacenter, must be available for onsite/email/phone support on 24/7 basis. Bidder must also submit a detailed support plan identifying types of support that will be provided and associated service level attributes.

3.4.3 Back up and Disaster Recovery

The Contractor shall provide a step-by-step procedure for disaster recovery to the Purchaser at the time of submitting the Technical Proposal.

4.0 General Terms

Following General Terms should be followed.

4.1 Contract duration

The required application will be customized and configured by the bidder and a detailed timeline will be submitted along with the Technical Proposal.

Subject to necessary budgetary approvals for the next fiscal year, support and maintenance services (based on monthly support charges, quoted in Table 1) may be extended beyond the current financial year.

4.2 Termination

The Purchaser may, at any time, by written notice served on the Contractor, terminate the Contract, in whole or in part, for its convenience, without any compensation to the Contractor.

4.3 Special Stipulations

SCHEDULE- A: SPECIAL STIPULATIONS
For ease of reference, certain Special Stipulations are as under:

Tender Security	The Contractor shall furnish the Tender Security as under: a) for the whole Tender; b) if Total Tender Price is less than or equal to PKR 5 Million, in the form of Demand Draft / Pay Order / Call Deposit Receipt, in the name of the Purchaser; c) if the Total Tender Price is more than PKR 5 Million, in the form of Bank Guarantee, issued by a scheduled bank operating in Pakistan, in the name of the Purchaser, as per the format provided in the Tender Document or in another form acceptable to the Purchaser; d) denominated in a currency of the Tender; e) have a minimum validity period of ninety days from the last date for submission of the Tender or until furnishing of the Performance Security, whichever is later.
Performance Security	The successful Contractor shall furnish Performance Security as under: a) within three working days of the receipt of the Acceptance Letter from the Purchaser; b) in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document or in another form acceptable to the Purchaser; c) for a sum equivalent to 10% of the contract value; d) denominated in a currency of the Contract; e) have a minimum validity period of ninety days from the date of Award Notification or until the date of expiry of warranty period, whichever is later.
Need-Gap analysis	Within **3 weeks** from the date of issuance of letter of intent.
Deployment (installation, configuration, commissioning, testing, and training)	Deployment to be completed within **7 weeks** after completion of Need-Gap analysis. A comprehensive project plan must be submitted along with the Technical Proposal detailing activities leading to completion of the project and successful roll out within stated timelines.
Liquidated damages for failure / delay in supply / installation / configuration of Goods / Services / Works by the Contractor	A sum of money @0.25% of the Contract Price which is attributable to such part of the Goods / the Services / the Works as cannot, in consequence of the failure / delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 50% of the Contract Price.

5.0 Documents Required

Following documents are required for the Technical and Financial Proposals.

5.1 Technical Proposal

The Technical Proposal should contain all the bid items without quoting the price (i.e., Table 1 should NOT be there) and must provide:

I. Product being proposed along with details of local and international implementations of the product

II. List of firm's major international and national clientele

III. Details related to experience in implementing, maintaining and supporting Maintenance Management Systems.

IV. List of Modules/Functionality available with the user license in the solution proposed.

V. Complete details of all the projects being carried out by the bidder in Pakistan

VI. Details of similar type of projects executed by the Bidder

VII. Details/Profile of Staff (Management / Technical) team

VIII. GST and NTN company registration Certificate

IX. SECP Registration Certificate

X. Disaster Recovery Plan

XI. Information Security Management practices

XII. Details of proposed solution with logical diagrams, functionality and features and the proposed deployment/project plan with timelines and deliverables (From 10.6)

XIII. Availability confirmation of all resources which will be used in the proposed solution

XIV. Bidder must provide sample reports which the system can generate

XV. Copy of Advance Tax Deposit Challan of salaried employees, whose resumes have been provided. These employees must be on company's payroll for at least the last six months

XVI. Any other document listed in Table 2, 3 or elsewhere in the document

5.2 Financial Proposal

This should contain Table 1 and the following:

I. Tender Form

II. Price Schedule

III. Tender Security

IV. Deposit receipt amounting to PKR 500/- in PITB's account (details of account listed above)

All prices quoted must include any Taxes applicable, such as GST, Income Tax, etc. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.

Financial bids of Firms not pre-qualified on Technical basis will not be opened. The selected

firms would be responsible for complete services for **MAINTENANCE MANAGEMENT SYSTEM FOR AGRI MACHINERY,** and satisfactory operations for contract period.

6.0 Evaluation

Item based Point System will be used for grading the proposals, as listed in Table 2 & 3. Evaluation will be done based on documentation submitted and product demonstrations/presentations.

PASS MARKS: Any bidder not meeting the 70% pass mark will be rejected in Technical Valuation, and its Financial Proposal will be returned to it unopened. All bidders scoring greater than or equal to 70% of the marks will be accepted in technical proposal, and their financial bids will be opened.

PROVISO: Provided that if NONE or ONLY ONE (single) bidder exceeds the 70% pass mark, then the Purchaser SHALL decrease the Pass Mark limit to 60%. In other words, if TWO or more bidders exceed 70%, then the Pass Mark will NOT be decreased to 60%.

If Pass Marks are decreased to 60%, then ALL bidders with scores greater than or equal to 60% (including any above 70%) would stand qualified for opening of their Financial Proposals irrespective of marks obtained in Technical Proposal.

6.1 Evaluation of Technical Proposals

Table 2: Points System for Evaluation of the company

Evaluation Parameters for the Bidding Company and its proposed project team	Total	Questionnaire
Qualification 70%	**50**	
Financials	10	Audited Accounts of last 5 years OR Copy of Income Tax Returns of last 5 years. Cumulative Scoring will be applied to determine highest and lowest scores of the companies. Company with highest score will be awarded 10 points and every other in descending order of scores will be given Score of Next Available Highest -3.
Experience	10	Name of Similar Projects (Maintenance Management System) (Max 10 Projects, Max 1 point per project) State scope & contract value of each project The Evaluation department may verify the provided credentials as well as client remarks through its all available resources.
Proposed Project Staff	**15**	State roles and number for head count in each role. Provide resumes of proposed staff as an Annexure and include number and type of implementations of Maintenance Management System
Certifications/Partnership with Principals	**5**	Partnership with Principals e.g. Oracle, IBM etc. (Points will be awarded based on the level of partnership)
Ability to provide post implementation support	**5**	Dedicated Helpdesk Team, 1 point per current customer
	5	Online Trouble Ticketing system with Client Login
Note: Technical Evaluation will be carried out on the basis of documentary proof provided by the bidder		

Table 3: Points System for Evaluation of the proposed solution

Evaluation Parameter For the proposed solution	Total Marks	Questionnaire
Qualification 70 %	**50**	
Ability of the base product to meet stated requirements	**10**	Points will be awarded based on the base product's ability to meet requirements listed in this tender document
End User Report Writing Tool	**5**	Points will be awarded for built in easy to use report writing tool.
Multiplatform	**5**	The system should work on multiple operating systems (Windows, Linux)
Power and Performance	**10**	The proposed system should be based on high performance database platforms that can handle large volumes of data or multi-user environments. Points will be allotted based on the quality of platforms proposed. Provide details of an Implementation where the system has handled user load of 100 concurrent users and where the average response time for a transaction is under 5 seconds
Implementation Topologies	**5**	The system should be able to work in distributed model with multiple database servers spread across the province and have the ability to handle segregated as well as centralized data.
Activity Logs/ Security	**5**	The product must be able to maintain detailed user activity logs and transactional logs for review by system administrators at any point in time.
Trainings and support	**5**	The contractor must have the capability and resources to provide necessary and related trainings and support to Master trainers
Maintenance	**5**	The contractor must have the capability and necessary resources to provide effective maintenance for the implemented system after user acceptance testing.
Note: Proposed solution that does not meet the requirements specified in section 3 will not be considered		

6.2 Evaluation of Financial Proposals

The financial proposals of only the bidders short listed on the basis of technical evaluations will be opened and compared in terms of cost effectiveness. The bid found to be the lowest evaluated bid shall be accepted.

In case where more then one bidder has quoted the same lowest price, PITB will ask all such bidders for presentation. Final selection will be based on assessment of presentation.

7.0 Quality of Service (QoS)

Quality of Service will be evaluated through various channels i.e., end user satisfaction surveys, trainings imparted, adherence to Service Level Agreement. The Contractor will be responsible to respond and resolve all reported incidents and/or problems with in the time frames agreed in the Service Level Agreement. Purchaser may request the Contractor to generate status reports on any reported incident and its resolution through out the maintenance period. Service level manager nominated by the Purchaser will measure the Quality of Service based on the incident reports.

8.0 Detailed Bidding Rules

8.1 Definitions:

In this document, unless there is anything repugnant in the subject or context:

I. "Authorized Representative" means any representative appointed, from time to time, by the Client, the Purchaser or the Contractor.
II. “Availability and Reliability” means the probability that a component shall be operationally ready to perform its function when called upon at any point in time.
III. "Client" means the specific Punjab Government Department for which the Goods / Services has been procured or any other person, duly appointed in writing, by the Purchaser, for the time being or from time to time, to act as Client for the purposes of the Contract.
IV. "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor.
V. "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
VI. "Contractor" means the person whose Tender has been accepted by the Purchaser.
VII. "Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
VIII. "Contract Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract which is properly apportion-able to the Goods or Services in question.
IX. "Defects Liability Expiry Certificate" means the certificate to be issued by the Client to the Contractor, in accordance with the Contract.
X. "Day" means calendar day.
XI. "Defects Liability Period" means the warranty period following the taking over, during which the Contractor is responsible for making good, defects and damage in Goods and Services provided, under the Contract.
XII. "Force Majeure" means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Purchaser in its sovereign capacity, wars, revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
XIII. "Goods" means equipment, machinery or any Hardware.
XIV. "Person" includes individual, association of persons, firm, company, corporation, institution and organization, etc., having legal capacity.
XV. "Prescribed" means prescribed in the Tender Document.
XVI. "Purchaser" means the Punjab Information Technology Board or any other person for the time being or from time to time duly appointed in writing by the Purchaser to act as Purchaser for the purposes of the Contract.
XVII. "Origin" shall be considered to be the place where the Goods are produced or from where the Services are provided. Goods are produced when, through manufacturing, processing or assembling of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components. The origin of Goods and Services is distinct from the nationality of the Contractor.
XVIII. "Services" means installation, configuration, deployment, commissioning, testing, training, support, after sale service, etc. of Goods and other such obligations which the Contractor is required to provide to the Purchaser under the Contract.
XIX. “Taking-Over Certificate" means the certificate to be issued by the Client to the

Contractor, in accordance with the Contract.

XX. "Works" means work to be done by the Contractor under the Contract.

8.2 Headings and Titles

In this document, headings and titles shall not be construed to be part thereof or be taken into consideration in the interpretation of the document and words importing the singular only shall also include the plural and vice versa where the context so requires.

8.3 Notice

In this document, unless otherwise specified, wherever provision is made for exchanging notice, certificate, order, consent, approval or instructions between the Contractor & the Purchaser, the same shall be:

I. in writing;

II. issued within reasonable time;

III. served by sending the same by courier or registered post to their principal office in Pakistan or such other address as they shall notify for the purpose; and

IV. The words "notify", "certify", "order", “consent”, “approve”, "instruct", shall be construed accordingly.

8.4 Tender Scope

Punjab Information Technology Board (hereinafter referred to as “the Purchaser”) invites / requests Proposals (hereinafter referred to as “the Tenders”) for “**MAINTENACE MANAGEMENT SYSTEM**” of Agriculture Department, Government of Punjab through the purchaser.

The scope of the tender is to implement a Maintenance Management System at Agriculture Department and 40 data entry points listed in Annexure 1, as per the requirements listed in section 3.0.

8.5 Tender Eligibility

I. Eligible Contractor is a Contractor who:

   a. has a registered office in Pakistan;

   b. has required relevant experience;

   c. has required relevant financial capacity;

   d. has the required relevant personnel.

   e. Is manufacturer of Goods / provider of Services or authorized dealer / agent of original manufacturer of Goods / provider of Services.

II. Goods and Services are Goods and Services which have their origin in eligible member countries, as listed below. However presence or provision to open up facility in Lahore, Pakistan would be preferred.

Afghanistan	Marshall Island
Australia	Mongolia
Austria	Micronesia, Federal

Bangladesh	States
Belgium	Myanmar
Bhutan	Nauru
Burma	Nepal
Cambodia	Netherlands
Canada	New Zealand
China, People's Republic of	Norway
Cook Islands	Pakistan
Denmark	Papua New Guinea
Fiji	Philippines
Finland	Singapore
France	Solomon Islands
Germany,	Spain
Hong Kong	Sri Lanka
India	Sweden
Indonesia	Switzerland
Italy	Taipei, China
Japan	Thailand
Kazakhstan	Tonga
Kiribati	Turkey
Korea, Republic of	Tuvalu
Kyrgyz Republic	United Kingdom
Laos People's Democratic Republic	United States of America
Malaysia	Vanuatu
Maldives	Viet Nam
	Western Samoa

III. For purposes of clause 8.5 (II) above, "origin" shall be considered to be the place where the Goods are produced or from which the Services are provided. Goods are produced when, through manufacturing, processing or substantial and major assembling of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.

8.6 Tender Cost

The Contractor shall bear all costs / expenses associated with the preparation and submission of the Tender(s) and the Purchaser shall in no case be responsible / liable for those costs / expenses.

8.7 Joint Venture

I. Contractors may form a joint venture of two or more Contractors. An Agreement Deed to that effect, legally executed and signed by all the partners shall be submitted with the Tender.
II. One of the partners shall be authorized to, be in charge, incur liabilities, receive payments and receive instructions for and on behalf of any or all partners. A power of attorney to that effect, legally executed, signed by all the partners shall be submitted with the Tender.
III. All the partners shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The Tender, and in case of successful Tender, the Contract Deed, to that effect, shall be signed by all the partners.

8.8 Examination of the Tender Document

The Contractor is expected to examine the Tender Document, including all instructions and terms and conditions.

8.9 Clarification of the Tender Document

The Contractor may require further information or clarification of the Tender Document, no later than three working days prior to the deadline for the submission of the Tender, in writing or by telephone or by visiting the office.

8.10 Amendment of the Tender Document

I. The Purchaser may, at any time prior to the deadline for submission of the Tender, at its own initiative or in response to a clarification requested by the prospective Contractor(s), amend the Tender Document, on any account, for any reason. All amendment(s) shall be part of the Tender Document and binding on the prospective Contractor(s).
II. The Purchaser shall notify the amendment(s) in writing to the prospective Contractors who shall acknowledge receipt of the amendment(s) in writing to the Purchaser.
III. The Purchaser may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender, in which case all rights and obligations of the Purchaser and the Contractors previously subject to the deadline shall thereafter be subject to the deadline as extended.

8.11 Preparation / Submission of Tender

I. The Contractor shall submit only one Tender.
II. The Tender shall be for all complete Item(s) and not for one or more item(s)
III. The Tender and all documents relating to the Tender, exchanged between the Contractor and the Purchaser, shall be in English. Any printed literature furnished by the Contractor in another language shall be accompanied by an English translation which shall govern for purposes of interpretation of the Tender.
IV. The Tender shall be filed in / accompanied by the prescribed Forms, Annexes, Schedules, Charts, Drawings, Documents, Brochures, Literature, etc. which shall be typed, completely filled in, stamped and signed by the Contractor or his Authorized Representative. In case of copies, photocopies may be submitted.
V. The Tender shall be in two parts i.e. the Technical Proposal and the Financial Proposal. Each proposal shall be in two sets i.e. the original and the copy. In the event of any discrepancy between the original and the duplicate, the original shall govern.
VI. The Contractor shall seal the Original Technical Proposal in an envelope duly marked as under:

Original Technical Tender for

Tender No. [Number of Tender]
Strictly Confidential
Open on [Last Date of submission of the Tender]

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Contractor]
[Address of the Contractor]
[Phone No. of the Contractor]

VII. The Contractor shall seal the Duplicate Technical Tender in an envelope duly marked as under:

Duplicate Technical Proposal for
Tender No. [Number of Tender]

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Contractor]
[Address of the Contractor]
[Phone No. of the Contractor]

VIII. The Contractor shall follow the same process for the Financial Tender.

IX. The Contractor shall again seal the sealed envelopes of Original Technical Proposal and the Original Financial Proposal in an outer envelope, duly marking the envelope as under:

Original Tender for
Tender No. [Number of Tender]
Strictly Confidential
Open on [Last Date of submission of the Tender]

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Contractor]
[Address of the Contractor]
[Phone No. of the Contractor]

X. The Contractor shall again seal the sealed envelopes of Duplicate Technical Proposal and the Duplicate Financial Proposal in an outer envelope, duly marking the envelope as under:

Duplicate Tender for
Tender No. [Number of Tender]
Strictly Confidential
Open on [Last Date of submission of the Tender]

[Name of the Purchaser]
[Address of the Purchaser]

[Name of the Contractor]
[Address of the Contractor]
[Phone No. of the Contractor]

XI. The Contractor shall enclose soft copies of the Technical Proposal, including all Forms, Annexes, Schedules, Charts, Drawings, Documents, Brochures, Literature, etc., in the form of MS Word Documents, MS Excel Worksheets and Scanned images, with the hard copies.

XII. The Tender shall be mailed to reach or dropped in the Tender Box placed at the Reception of the Purchaser's office, during office hours, up to due date and time.

8.12 Tender Price

I. The quoted price shall be:
   a. best / final / fixed and valid until completion of the Contract i.e. not subject to negotiation / variation / escalation;
   b. on FOR basis including all charges up to the delivery point at various Punjab Government Offices in Punjab;
   c. in Pak Rupees;
   d. inclusive of all taxes, duties, levies, insurance, freight, etc.

II. If not specifically mentioned in the Tender(s), it shall be presumed that the quoted price is as per the above requirements.

III. Where no prices are entered against any item(s), the price of that item shall be deemed to have been distributed among the prices of other items, and no separate payment shall be made for that item(s).

IV. Each cost should be identified as installation (one time) or monthly/quarterly/yearly (recurring) for any other equipment rental or any support of operation services thereof.

V. In case of locally produced Service, the price shall include all customs duties and sales

and other taxes already paid or payable on the components and raw materials used in the manufacture or assembly of the item. In case of Contract of imported Service offered Ex-Warehouse/Off-the-Shelf from within the Purchaser's country, import duties and sales and other taxes already paid shall be shown separately.

8.13 Tender Security

I. The Contractor shall furnish the Tender Security as under:
   a. for the whole Tender;
   b. if Total Tender Price is less than or equal to PKR 5 Million, in the form of Demand Draft / Pay Order / Call Deposit Receipt, in the name of the Purchaser;
   c. if the Total Tender Price is more than PKR 5 Million, in the form of Bank Guarantee, issued by a scheduled bank operating in Pakistan, in the name of the Purchaser, as per the format provided in the Tender Document or in another form acceptable to the Purchaser;
   d. denominated in a currency of the Tender;
   e. have a minimum validity period of ninety days from the last date for submission of the Tender or until furnishing of the Performance Security, whichever is later.

II. The proceeds of the Tender Security shall be payable to the Purchaser, on the occurrence of any / all of the following conditions:
   a. If the Contractor withdraws the Tender during the period of the Tender validity specified by the Contractor on the Tender Form; or
   b. If the Contractor does not accept the corrections of his Total Tender Price; or
   c. If the Contractor, having been notified of the acceptance of the Tender by the Purchaser during the period of the Tender validity, fails or refuses to furnish the Performance Security, in accordance with the Tender Document.

III. The Tender security shall be returned to the unsuccessful Contractor upon award of the Contract. The Tender Security shall be returned to the successful Contractor on furnishing the Performance Security.

8.14 Tender Validity

The Tender shall have a minimum validity period of ninety days from the last date for submission of the Tender. The Purchaser may solicit the Contractor's consent to an extension of the validity period of the Tender. The request and the response thereto shall be made in writing. If the Contractor agrees to extension of validity period of the Tender, the validity period of the Tender security shall also be suitably extended. The Contractor may refuse extension of validity period of the Tender, without forfeiting the Tender security.

8.15 Modification / Withdrawal of the Tender

I. The Contractor may, by written notice served on the Purchaser, modify or withdraw the Tender after submission of the Tender, prior to the deadline for submission of the Tender.

II. The Tender, withdrawn after the deadline for submission of the Tender and prior to the expiration of the period of the Tender validity, shall result in forfeiture of the Tender Security.

8.16 Opening of the Tender

I. Tenders shall be opened, at the given place, time and date, in the presence of the Contractor(s) for which they shall ensure their presence without further invitation.

II. The Contractor's name, modifications, withdrawal, security, attendance of the Contractor and such other details as the Purchaser may, at its exclusive discretion, consider appropriate, shall be announced and recorded.

8.17 Clarification of the Tender

The Purchaser shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Contractor(s). No change in the price or substance of the Tender shall be sought, offered or permitted except as required to confirm the corrections of arithmetical errors discovered in the Tender.

8.18 Determination of Responsiveness of the Tender

I. The Purchaser shall determine the substantial responsiveness of the Tender to the Tender Document, prior to the Tender evaluation, on the basis of the contents of the Tender itself without recourse to extrinsic evidence. A substantially responsive Tender is one which:
   a. meets the eligibility criteria for the Contractor / the Goods / the Services;
   b. meets all the requirements of Project Objective & Scope as defined below;
   c. meets the delivery period / point for the Goods / the Services;
   d. meets the rate and limit of liquidated damages;
   e. offers fixed price quotations for the Goods / the Services;
   f. is accompanied by the required Tender Security;
   g. is otherwise complete and generally in order;
   h. conforms to all terms and conditions of the Tender Document, without material deviation or reservation.

II. A material deviation or reservation is one which affects the scope, quality or performance of the Goods or limits the Purchaser's rights or the Contractor's obligations under the Contract.

III. The Tender determined as not substantially responsive shall not subsequently be made responsive by the Contractor by correction or withdrawal of the material deviation or reservation. However, the Purchaser may waive off any minor non-conformity or inconsistency or informality or irregularity in the Tender.

8.19 Evaluation of the Tenders

I. The Tender Evaluation Committee shall evaluate the Tenders, previously determined to be substantially responsive, in steps. In the first step, Technical Proposal shall be evaluated as per the technical evaluation criteria in Section 6.

II. The Tender shall be checked for any arithmetic errors which shall be rectified, as follows:
   a. if there is a discrepancy between the amount in figures and the amount in words for the Total Tender Price entered in the Tender Form, the amount which tallies with the Total Tender Price entered in the Price Schedule, shall govern.
   b. if there is a discrepancy between the unit rate and the total price entered in the price Schedule, resulting from incorrect multiplication of the unit rate by the quantity, the unit rate as quoted shall govern and the total price shall be corrected, unless there is an obvious and gross misplacement of the decimal point in the unit rate, in which case the total price as quoted shall govern and the unit rate shall be corrected.
   c. if there is a discrepancy in the actual sum of the itemized total prices and the total tender price quoted in the Price Schedule, the actual sum of the itemized total prices shall govern.

III. The Tender price as determined after arithmetic corrections shall be termed as the Corrected Total Tender Price which shall be binding upon the Contractor.

IV. Adjustment shall be based on corrected Tender Prices. The price determined after making such adjustments shall be termed as Evaluated Total Tender Price.

V. The cost of making good any deficiency resulting from any acceptable, quantifiable variations and deviations from the terms and conditions of the Contract / Technical

Specifications, shall be added to the corrected Tender Price for comparison purposes only. No credit shall be given for offering delivery period earlier than the specified period.

VI. The Contractor shall state the Tender Price for the payment terms outlined in the Conditions of Contract which will be considered for the evaluation of the Tender. The Contractor may state alternate payment terms and indicate the reduction in the Tender price offered for such alternative payment terms. The Purchaser may consider the alternative payment terms offered by the Contractor.

VII. The Contractors may offer discounts for items which shall be taken into account in the evaluation of the Tenders so as to determine the Tender offering the lowest evaluated cost for the Purchaser in deciding award(s) for whole tender.

8.20 Rejection / Acceptance of the Tender

I. The Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s) without any change in unit prices or other terms and conditions, accept a Tender reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Contractor of the grounds for the Purchaser's action, and without thereby incurring any liability to the Contractor and the decision of the Purchaser shall be final.

II. The Tender shall be rejected if it is:
   a. for one / more item(s) and not for all Items; or
   b. substantially non-responsive; or
   c. not pre-qualified on technical proposal; or
   d. submitted in other than prescribed forms, annexes, schedules, charts, drawings, documents / by other than specified mode; or
   e. incomplete, un-sealed, un-signed, printed (hand written), partial, conditional, alternative, late; or
   f. subjected to interlineations / cuttings / corrections / erasures / overwriting; or
   g. the Contractor submits more than one Tenders; or
   h. the Contractor refuses to accept the corrected Total Tender Price; or
   i. the Contractor has conflict of interest with the Purchaser; or

III. the Contractor tries to influence the Tender evaluation / Contract award; or

IV. the Contractor engages in corrupt or fraudulent practices in competing for the Contract award.

8.21 Acceptance Letter

The Purchaser shall, send the Acceptance Letter to the successful Contractor, prior to the expiry of the validity period of the Tender, which shall constitute a contract, until execution of the formal Contract.

8.22 Performance Security

I. The successful Contractor shall furnish Performance Security as under:
   a. within three working days of the receipt of the Acceptance Letter from the Purchaser;
   b. in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document or in another form acceptable to the Purchaser;
   c. for a sum equivalent to 10% of the contract value;
   d. denominated in a currency of the Contract;
   e. have a minimum validity period of ninety days from the date of Award Notification or until the date of expiry of warranty period, whichever is later.

II. The proceeds of the Performance Security shall be payable to the Purchaser, on occurrence of any / all of the following conditions:
    a. If the Contractor commits a default under the Contract;
    b. If the Contractor fails to fulfill any of the obligations under the Contract;
    c. If the Contractor violates any of the terms and conditions of the Contract.

III. The Contractor shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended. The Performance Security shall be returned to the Contractor within thirty working days after the expiry of its validity.

9.0 Terms and Conditions

9.1 Contract

The Purchaser shall, after receipt of the Performance Security from the successful Contractor, send the Contract provided in the Tender Document, to the successful Contractor. Within three working days of the receipt of such Contract, the Contractor shall sign and date the Contract and return it to the Purchaser.

9.2 Contract Documents and Information

The Contractor shall not, without the Purchaser's prior written consent, make use of the Contract, or any provision thereof, or any document(s), specifications, drawing(s), pattern(s), sample(s) or information furnished by or on behalf of the Purchaser in connection therewith, except for purposes of performing the Contract or disclose the same to any person other than a person employed by the Contractor in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

9.3 Contract Language

The Contract and all documents relating to the Contract, exchanged between the Contractor and the Purchaser, shall be in English. The Contractor shall bear all costs of translation to English and all risks of the accuracy of such translation.

9.4 Standards

The Goods supplied and the Services provided under this Contract shall conform to the authoritative latest standards.

9.5 Commercial Availability

The Goods supplied under this Contract shall be commercially available at the time of signing of the contract. Commercial availability means that such Goods shall have been sold, installed and operationalized in more than two installations initiated under two separate contracts.

9.6 Patent Right

The Contractor shall indemnify and hold the Purchaser harmless against all third party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods / the Service or any part thereof.

9.7 Execution Schedule

The Contractor shall submit an Execution Schedule, giving details of customs clearance, supply, installation, configuration, deployment, commissioning, testing, training, etc., as required under the Contract, to the Client, within three days of the signing of the Contract.

9.8 Packing

If goods are involved, the Contractor shall provide such packing of the Goods as is sufficient to prevent their damage or deterioration during storage / transit to their final destination as indicated in the Contract. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination and withstand, without limitation, rough handling, exposure to extreme temperatures, salt and precipitation at all points in storage / transit. The Contractor shall arrange and pay for the packing of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

9.9 Insurance

The Contractor shall provide such insurance of the Goods as is sufficient to protect against their damage or deterioration during storage / transit to their final destination as indicated in the Contract. The Contractor shall arrange and pay for the insurance of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

9.10 Labelling

The Goods supplied under the Contract, shall be clearly labeled so as to correspond with the delivered documentation, with proper labeling scheme provided by the Client. All networking equipment, cables, connectors, ports, boxes shall be clearly labeled.

9.11 Delivery

I. The Contractor shall indicate his delivery approach clearly specifying the requirements for packing, shipping and unpacking of deliverable hardware, software and documentation. The approach shall address shipment of deliverables to the various designated (installation) sites. The approach shall also specify any special shipping constraints such as custom requirements, security requirements, access arrangement or loading dock requirements. The Contractor shall deliver the Goods at various Governors' Secretariat Punjab in Punjab, as specified by the Purchaser at the time of delivery.

II. The Service shall remain at the risk and under the physical custody of the Contractor until the delivery and testing of the Goods is completed.

III. The Contractor shall ensure that the Goods shall be delivered complete to enable the testing and training to proceed without interruption. If it shall appear to the Client that the Goods have been or are likely to be delayed by reason of incomplete delivery or for any other reasons, he may require the Contractor at the expense of the Contractor to dispatch the missing items of the Goods or suitable replacements thereof to the site of delivery by the fastest available means including air freight.

IV. The Contractor shall include in the Tender a detailed logistics plan which shall include support details for transportation, mobilization and personnel scheduling during project implementation and the warranty period. The Contractor shall provide maintenance, supply and procurement support necessary for Client to maintain all system, at the contracted performance and reliability level. The Contractor shall arrange and pay for the transport of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

9.12 Installation and Implementation

I. The Contractor shall ensure that the implementation design conforms to an open standard by which new services can be added without disruption to existing services.

II. The Contractor shall ensure that the implementation is fault tolerant. This is

accomplished by supplying a set of programs and procedures that allow the system recovery or roll back when a fault is detected.

III. The Contractor shall provide a document stating step-by-step procedures for installation and disaster recovery to the Purchaser.

IV. The Contractor shall provide all the recent patches and updates for Firmware/Hardware, on a reliable media, with proper labeling, during the installation to the Purchaser.

V. The Contractor shall configure the system for high availability and reliability, of all hardware and software.

VI. The Contractor shall submit detailed and complete installation, transition and cutover plan for the new system, installation procedures for the new components specifying equipment checkout, installation constraints, operational cutover, maintenance prior to Client acceptance and if special security and/or access arrangements are required.

VII. New equipment, shall be installed with existing equipment, and shall require close coordination between the Contractor and the Client personnel.

9.13 Site Preparation

I. The Contractor shall be responsible to survey the site, prepare the site, determine power, air conditioning and floor space requirements, identify and install, if necessary, any special / additional power and air conditioning requirements, for the proposed equipment.

II. The Purchaser and the Client shall facilitate the Contractor in discharge of the above responsibilities.

9.14 Power

The Goods supplied under the Contract, unless otherwise specified, shall be capable of operating normally with single phase AC power, within the range of 220-240V, with the corresponding frequency of 50 Hz, inclusive, and should be protected from over-voltage, over heating and out-of-tolerance current surges. The Contractor shall configure the software and cabling for the UPS to work flawlessly with OS, and shall demonstrate that appropriate messages are generated if such a condition does occur.

9.15 Safety

I. The Contractor shall be responsible for the embedding of safety features in the inherent design of the equipment, for elimination of identified hazards, including but not limited to high voltage, electromagnetic radiation, sharp points and edges, etc., and reduction of associated risk to personnel and equipment.

II. The Contractor shall be responsible for the addition of bilingual warnings and caution notices, where hazards cannot be eliminated or risks cannot be reduced.

III. The Contractor shall be responsible for the protection of the power sources, controls, and critical components of the redundant systems and subsystems by shielding or physical separation when possible.

9.16 Operation and Maintenance

The Contractor shall be responsible for the continuous operational capability and maintenance of the entire system, 24/7, without disruption to either service or performance, during the contract period.

9.17 Test Equipment and Tools

The Contractor shall evaluate the existing facilities and abilities of the Client to accomplish corrective and preventive maintenance and support and identify additional skills, test equipment and tools required to maintain and support the new equipment. Such test equipment

and tools shall be state of the art in design aimed at providing an efficient, systematic and cost effective repair operation for all replaceable components.

9.18 Spare Parts and Support (where applicable)

I. The Contractor shall ensure that the Services provided by the Contractor, under the Contract are standard and of exact Computer Hardware and Networking Equipment, and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.

II. The Contractor shall further ensure that the Services provided by the Contractor, under the Contract shall have no defect, arising from design, materials, installation, configuration, or from any act or omission of the Contractor that may develop under normal use of the provided Service.

III. The Contractor shall maintain sufficient backup stock of spare parts and tools locally at sites, for the maintenance of the supplied Goods, during the warranty period.

IV. The Contractor shall ensure availability of spare parts and technical assistance for all components for at least five years, without major changes, after the completion of final acceptance.

V. The Contractor shall give six months advance notice on any discontinued part(s) with a suggestion for appropriate alternatives.

VI. The Contractor shall also identify and provide the following:

   a. items (repairable spares, parts and consumable supplies) that are needed to maintain design performance, reliability and availability standards prescribed in the Technical Specifications. The quantity of spare parts and consumable items provided and kept shall be equal to the requirements for one year of operating stock;
   b. critical items, whose failure would cause a system failure;
   c. items of high cost and/or long lead time (over thirty working days);
   d. items whose design reliability is such that normal stock replenishment would not justify maintaining a level of the item in stock.

9.19 Inspection and Testing

I. The Purchaser shall inspect and test the Goods supplied, the Services provided or the Works carried out, under the Contract, to verify their conformity to the Technical Specifications.

II. The inspections and tests shall be conducted at the premises of the Contractor / its subcontractor(s) / at the final destination. Where conducted at the premises of the Contractor / its subcontractor(s), the Contractor / its subcontractor(s) shall provide all-reasonable facilities and assistance, including access to drawings, production data and online verification from official web site of the Manufacture, to the inspectors, at no charge to the Purchaser.

III. The Purchaser may reject the Goods, the Services or the Works if they fail to conform to the Technical Specifications, in any test(s) or inspection(s) and the Contractor shall either replace the rejected Goods, Services or Works or make all alterations necessary to meet the Technical Specifications, within three working days, free of cost to the Purchaser.

IV. The Purchaser's post-delivery right to inspect, test and, where necessary, reject the Goods shall in no way be limited or waived by reason of pre-delivery inspection, testing or passing of the Goods.

V. Nothing contained in Clauses 9.19 (I & II) shall, in any way, release the Contractor from any Warranty or other obligations under the Contract.

9.20 Taking-Over Certificate

I. The Contractor shall, by written notice served on the Client with a copy to the Purchaser, apply for a Taking-Over Certificate.
II. The Client shall, within twenty one days of receipt of Contractor's application, either issue the Taking-Over Certificate to the Contractor with a copy to the Purchaser, stating the date of successful inspection / testing of the Goods or any portion thereof, for their intended purposes; or reject the application giving the reasons and specifying the work required to be done by the Contractor to enable the Taking-Over Certificate to be issued.
III. Nothing contained in Clauses 9.20 (I & II) shall, in any way, release the Contractor from any Warranty or other obligations under the Contract.

9.21 Warranty

I. The Contractor shall warrant to the Purchaser that the Goods supplied by the Contractor, under the Contract are genuine, brand new, non- refurbished, un-altered in any way, of the most recent or current model, imported through proper channel, and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
II. The Contractor shall further warrant that the Goods supplied by the Contractor, under the Contract shall have no defect, arising from design, materials, workmanship or from any act or omission of the Contractor that may develop under normal use of the supplied Goods.
III. The Contractor shall provide Manufacturer's warranty for minimum three years (hereinafter referred as Warranty Period), after the issue of Taking-over Certificate in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include:
    a. Free, on site repair / replacement of defective / damaged parts and labor, within 48 hours of intimation;
    b. On site replacement of defective / damaged Goods, if repair of such Goods involves a duration exceeding 48 hours.
IV. The Contractor shall clearly mention Terms and Conditions of service agreements for the Goods supplied after the expiry of initial warranty period. In case of International Warranties, the local authorized dealers shall mention their service and warranty setup, details of qualified engineers, etc.
V. The Warranty Period shall start from the date of installation / configuration / deployment of the Goods on site.
VI. The Client shall, by written notice served on the Contractor with a copy to the Purchaser, promptly indicate any claim(s) arising under the warranty.
VII. The Contractor shall, within the prescribed time period, after receipt of such notice, repair or replace the defective / damaged Goods or parts thereof on site, without any cost to the Purchaser.
VIII. The end user licenses, end user warranties and end user contracting support services shall be in the name of Purchaser, for the Goods supplied, the Services provided and the Works done, under the Contract.

9.22 Ownership of Goods and Replaced Components

Goods to be supplied to the Purchaser, pursuant to the Contract, shall become the property of the Purchaser when the Goods are taken over by the Purchaser. Defective components to be replaced by the Contractor, pursuant to the Contract, shall become the property of the Contractor as and where it lies.

9.23 Defects Liability Expiry Certificate

I. The Contractor shall, after expiry of the warranty period, by written notice served on the Client with a copy to the Purchaser, apply for a Defects Liability Expiry Certificate.
II. The Client shall, within twenty one days of receipt of such notice, either issue the Defects Liability Expiry Certificate to the Contractor with a copy to the Purchaser, stating the date of expiry of the Warranty Period for all the Goods supplied and fulfillment of all obligations by the Contractor, under the Contract; or reject the application giving the reasons and specifying the work required to be done by the Contractor to enable the Defects Liability Expiry Certificate to be issued.

9.24 Payment

I. The Contractor shall submit an Application for Payment, in the prescribed form, to the Purchaser. The Application for Payment shall: be accompanied by such invoices, receipts or other documentary evidence as the Purchaser may require; state the amount claimed; and set forth in detail, in the order of the Price Schedule, particulars of the Services provided and the Works done, up to the date of the Application for Payment and subsequent to the period covered by the last preceding Certificate of Payment, if any.
II. The Purchaser shall issue a Certificate of Payment, in the prescribed form, to the Contractor, verifying the amount due, within fourteen days of receipt of an Application for Payment. The Purchaser may withhold a Certificate of Payment on account of defect(s) / short coming(s) in the Goods/services supplied / non-satisfactory performance of the Services / the Works. The Purchaser may make any correction or modification in a Certificate of Payment that properly be made in respect of any previous certificate.
III. The Purchaser shall pay the amount within fourteen days of issuance of a Certificate of Payment. Payment shall not be made in advance. The Purchaser shall make payment for the Goods/services supplied, the Services provided and the Works done, to the Contractor, as per Government policy, on monthly or quarterly basis, in the currency of the Tender, through treasury cheque.

9.25 Price

The Contractor shall not charge prices for the Goods supplied, the Services provided and for other obligations discharged, under the Contract, varying from the prices quoted by the Contractor in the Price Schedule.

9.26 Contract Amendment

I. The Purchaser may, at any time, by written notice served on the Contractor, alter, amend, omit, increase, decrease or otherwise change the nature, quality, quantity and scope, of all / any of the Goods / he Services / the Works, in whole or in part.
II. The Contractor shall, within ten working days of receipt of such notice, submit a cost estimate and execution schedule of the proposed change (hereinafter referred to as the Change), to the Purchaser.
III. The Contractor shall not execute the Change until and unless the Purchaser has allowed the said Change, by written order served on the Contractor.
IV. The Change, mutually agreed upon, shall constitute part of the obligations under this Contract, and the provisions of the Contract shall apply to the said Change.
V. No variation in or modification in the Contract shall be made, except by written amendment signed by both the Purchaser and the Contractor.

9.27 Assignment / Subcontract

I. The Contractor shall not assign or sub-contract its obligations under the Contract, in whole or in part, except with the Purchaser's prior written consent.
II. The Contractor shall guarantee that any and all assignees / subcontractors of the Contractor shall, for performance of any part / whole of the work under the contract, comply fully with the terms and conditions of the Contract applicable to such part / whole of the work under the contract.

9.28 Extensions in time for performance of obligations under the Contract

If the Contractor encounters conditions impeding timely performance of any of the obligations, under the Contract, at any time, the Contractor shall, by written notice served on the Purchaser, promptly indicate the facts of the delay, its likely duration and its cause(s). As soon as practicable after receipt of such notice, the Purchaser shall evaluate the situation and may, at its exclusive discretion, without prejudice to any other remedy it may have, by written order served on the Contractor, extend the Contractor's time for performance of its obligations under the Contract.

9.29 Liquidated Damages

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @.25% of the Contract Price which is attributable to such part of the Goods / the Services / the Works as cannot, in consequence of the failure / delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 50% of the Contract Price.

9.30 Blacklisting

I. If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, blacklist the Contractor, either indefinitely or for a stated period, for future tenders.
II. If the Contractor is found to have engaged in corrupt or fraudulent practices in competing for the award of contract or during the execution of the contract, the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, blacklist the Contractor, either indefinitely or for a stated period, for future tenders.

9.31 Forfeiture of Performance Security

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, forfeit Performance Security of the Contractor.

9.32 Termination for Default

I. If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, by written notice served on the

Contractor, indicate the nature of the default(s) and terminate the Contract, in whole or in part, without any compensation to the Contractor. Provided that the termination of the Contract shall be resorted to only if the Contractor does not cure its failure / delay, within fifteen working days (or such longer period as the Client may allow in writing), after receipt of such notice.

II. If the Purchaser terminates the Contract for default, in whole or in part, the Purchaser may procure, upon such terms and conditions and in such manner as it deems appropriate, Goods / Services / Works, similar to those undelivered, and the Contractor shall be liable to the Purchaser for any excess costs for such similar Goods / Services / Works from Pakistan. However, the Contractor shall continue performance of the Contract to the extent not terminated.

9.33 Termination for Insolvency

If the Contractor becomes bankrupt or otherwise insolvent, the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, by written notice served on the Contractor, indicate the nature of the insolvency and terminate the Contract, in whole or in part, without any compensation to the Contractor.

9.34 Termination for Convenience

I. The Purchaser may, at any time, by written notice served on the Contractor, terminate the Contract, in whole or in part, for its convenience, without any compensation to the Contractor.

II. The Goods and the Services which are complete or to be completed by the Contractor, within thirty working days after the receipt of such notice, shall be accepted by the Purchaser. For the remaining Goods, the Purchaser may elect:
    a. to have any portion thereof completed and delivered; and/or
    b. to cancel the remainder and pay to the Contractor an agreed amount for partially completed Goods, Services, Works and materials / parts previously procured by the Contractor for the purpose of the Contract, together with a reasonable allowance for overhead & profit.

9.35 Force Majeure

I. The Contractor shall not be liable for liquidated damages, forfeiture of its Performance Security, blacklisting for future tenders, termination for default, if and to the extent his failure / delay in performance /discharge of obligations under the Contract is the result of an event of Force Majeure.

II. If a Force Majeure situation arises, the Contractor shall, by written notice served on the Purchaser, indicate such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Contractor shall continue to perform under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

9.36 Dispute Resolution

I. The Purchaser and the Contractor shall make every effort to amicably resolve, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the Contract.

II. If, after thirty working days, from the commencement of such informal negotiations, the Purchaser and the Contractor have been unable to amicably resolve a Contract dispute, either party may, require that the dispute be referred for resolution by arbitration under the Pakistan Arbitration Act, 1940, as amended, by one or more arbitrators selected in accordance with said Law. The place for arbitration shall be Lahore, Pakistan. The award shall be final and binding on the parties.

9.37 Statues and Regulations

I. The Contract shall be governed by and interpreted in accordance with the laws of Pakistan.
II. The Contractor shall, in all matters arising in the performance of the Contract, conform, in all respects, with the provisions of all Central, Provincial and Local Laws, Statutes, Regulations and By-Laws in force in Pakistan, and shall give all notices and pay all fees required to be given or paid and shall keep the Purchaser indemnified against all penalties and liability of any kind for breach of any of the same.
III. The Courts at Lahore shall have the exclusive territorial jurisdiction in respect of any dispute or difference of any kind arising out of or in connection with the Contract.

9.38 Taxes and Duties

The Contractor shall be entirely responsible for all taxes, duties and other such levies imposed outside and within Pakistan. Taxes and duties shall be deducted as per Law. The Contractor may make inquires on income tax / sales tax to the concerned authorities of Income Tax and Sales Tax Department, Government of Pakistan.

9.39 The Client

I. The Client shall only carry out such duties and exercise such authority as specified in the Contract. The Client shall have no authority to relieve the Contractor of any of his obligations under the Contract, except as expressly stated in the Contract.
II. The Contractor shall proceed with the decisions, instructions or approvals given by the Client in accordance with these Conditions.

9.40 Authorized Representative

I. The Purchaser or the Contractor may, at their exclusive discretion, appoint their Authorized Representative and may, from time to time, delegate any / all of the duties / authority, vested in them, to their authorized Representative(s), including but not limited to, signing on their behalf to legally bind them, and may, at any time, revoke such delegation.
II. The Authorized Representative shall only carry out such duties and exercise such authority as may be delegated to him, by the Purchaser or the Contractor.
III. Any such delegation or revocation shall be in writing and shall not take effect until notified to the other parties to the Contract.
IV. Any decision, instruction or approval given by the Authorized Representative, in accordance with such delegation, shall have the same effect as though it had been given by the Principal.
V. Notwithstanding clause 9.40 (IV), any failure of the Authorized Representative to disapprove any Goods or Services or Works shall not prejudice the right of the Client (as specified in this Tender) to disapprove such Goods or Services or Works and to give instructions for the rectification thereof.
VI. If the Contractor questions any decision or instruction of the Authorized Representative of the Purchaser / the Client, the Contractor may refer the matter to the Purchaser who shall confirm, reverse or vary such decision or instruction.

9.41 Waiver

Failure of either party to insist upon strict performance of the obligations of the other party, under the Contract, shall in no way be deemed or construed to affect in any way the right of that party to require such performance.

9.42 Training

I. The contractor will also provide detailed trainings to 36 end-users and 2 master trainers on all the functionalities of the system to ensure that they acquire a good working knowledge of the operation, and general maintenance of the system to be supplied under the Contract.

II. The training will be conducted at Purchaser's training lab located in 84-E Model Town, Lahore. However, the purchaser reserves the right to move these trainings to any other facility with in the city of Lahore.

III. The Contractor will provide detailed training plans outlining the pre requisite (if any), content and duration of trainings along with its Technical Proposal.

IV. In case of non-compliance with instructions, non-cooperation or other difficulties experienced by the Contractor with regard to any of these personnel, the Contractor shall apprise the Purchaser / Client and proceed to implement suitable remedial measures after consultation with them.

9.43 Documentation

The Contractor shall furnish the user documentation, the operation manuals, and service manuals for each appropriate unit of the supplied Goods and other information pertaining to the performance of the Goods, in hard copy format, in soft copy format and in the form of on-line help, before the Goods are taken over by the Purchaser.

10.0 Forms

10.1 Tender Form

Punjab Information Technology Board
15-1-C, Model Town, Lahore

Gentlemen:

1. We, [Name and Address of the Contractor], having read, understood and accepted the Tender Document, including the Addendum(s), if any, offer to supply, install, configure, test, train and support the Goods and the Services, in conformity with the said Tender Document, to [Name and Address of the Purchaser], for the Total Tender Price of PKR (in figures _____) (in words _____), in accordance with the Price Schedule and the timeline, attached hereto and made part of the Tender.
2. We undertake that the Tender shall have a minimum validity period of ninety days from the last date for submission of the Tender and may be accepted at any time before the expiration of that period.
3. We undertake to provide the Performance Security to give satisfactory assurance of our ability and intention, for due performance / execution of the Contract in accordance with the terms and conditions of the Contract, in case of acceptance of the Tender.
4. We undertake that we are / shall be represented by an agent in that country equipped and able to carry out the maintenance, repair and spare parts stocking obligations prescribed in the Terms and Conditions of the Contract and / or the Technical Specifications, in case of acceptance of the Tender and of not doing business within the Purchaser's country.
5. We undertake to be bound by the Tender and the Acceptance Letter, which shall constitute a contract, until execution of the formal Contract.

Date this _____day of 2011.

CONTRACTOR

Signature _____

CNIC # _____

Name _____

Designation _____

Address _____

WITNESSES

Signature	_____	Signature	_____
CNIC #	_____	CNIC #	_____
Name	_____	Name	_____
Designation	_____	Designation	_____
Address	_____	Address	_____

Note: The Tender Form should be on the letterhead of the Contractor.

10.2 Affidavit

1. We, [Name and Address of the Contractor], do hereby declare on solemn affirmation that:
2. We have not been black listed from any Government Department / Agency.
3. We have not been involved in litigation with any client during the last 3 years.
4. We acknowledge that we have read, understood and accepted the Tender Document.
5. We understand that the Purchaser shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Contractor(s).
6. We understand that the Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s), accept / reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Contractor of the grounds for the Purchaser's action, and without thereby incurring any liability to the Contractor and the decision of the Purchaser shall be final.

Date this _____day of 2011.

CONTRACTOR

Signature _____

CNIC # _____

Name _____

Designation _____

Address _____

WITNESSES

Signature	_____	Signature	_____
CNIC #	_____	CNIC #	_____
Name	_____	Name	_____
Designation	_____	Designation	_____
Address	_____	Address	_____

10.3 Tender Security Form

WHEREAS [Name and Address of the Contractor] (hereinafter called "the Contractor") has submitted Tender against Tender No. _____ (hereinafter called "the Tender") to the [Name and Address of the Purchaser] (hereinafter called "the Purchaser") for the Total Tender Price of PKR (in figures _____) (in words _____).

AND WHEREAS [Name of the Bank] having registered office at [Address of the Bank] (hereinafter called "the Guarantor") has agreed to give the Contractor a Guarantee;

THEREFORE the Guarantor hereby affirms to bind himself, his successors and his assigns to the Purchaser, for the sum of PKR (in figures _____) (in words _____) and undertakes to pay to the Purchaser, upon receipt of his written demand(s), any sum(s) as specified by him, not exceeding the above limit in aggregate, without cavil / argument and without the Purchaser having to substantiate / prove or to show grounds / reasons for such claim(s), on the occurrence of any / all of the following conditions:

1. If the Contractor withdraws the Tender during the period of the Tender validity specified by the Contractor on the Tender Form; or
2. If the Contractor does not accept the corrections of his Total Tender Price; or
3. If theContractor, having been notified of the acceptance of the Tender by the Purchaser during the period of the Tender validity, fails or refuses to furnish the Performance Security, in accordance with the Tender Document.

Provided that the Purchaser shall specify the occurred condition(s) owing to which the said sum is due to him.

Provided further that any demand(s) / claim(s) from the Purchaser shall reach the Guarantor within thirty working days after the expiry of the Guarantee.

This guarantee shall remain valid up to _____ or until furnishing of the Performance Security, whichever is later.

Date this _____day of 2011.

GUARANTOR

Signature _____

CNIC # _____

Name _____

Designation _____

Address _____

10.4 Performance Security

WHEREAS [Name and Address of the Contractor] (hereinafter called "the Contractor") has agreed to supply the Goods and render the Services against Tender No. _____ (hereinafter called "the Contract") for the Contract Value of PKR (in figures _____) (in words _____).

AND WHEREAS it has been stipulated in the Tender Document that the successful Contractor shall furnish Performance Security, within three working days of the receipt of the Acceptance Letter from the Purchaser, in the form of a Bank Guarantee, issued by a scheduled bank operating in Pakistan, as per the format provided in the Tender Document or in another form acceptable to the Purchaser, for a sum equivalent to 10% of the contract value, valid from the date of issue until all obligations have been fulfilled in accordance with the Contract;

AND WHEREAS [Name of the Bank] having registered office at [Address of the Bank] (hereinafter called "the Guarantor") has agreed to give the Contractor a Guarantee;

THEREFORE the Guarantor hereby affirms to bind himself, his successors and his assigns to the Purchaser, for the sum of PKR (in figures _____) (in words _____) and undertakes to pay to the Purchaser, upon receipt of his written demand(s), any sum(s) as specified by him, not exceeding the above limit in aggregate, without cavil / argument and without the Purchaser having to substantiate / prove or to show grounds / reasons for such claim(s), on the occurrence of any / all of the following conditions:

1. If the Contractor commits a default under the Contract;
2. If the Contractor fails to fulfill any of the obligations under the Contract;
3. If the Contractor violates any of the provisions of the Contract.

Provided that the Purchaser shall specify the occurred condition(s) owing to which the said sum is due to him.

Provided further that any demand(s) / claim(s) from the Purchaser shall reach the Guarantor within thirty working days after the expiry of the Guarantee.

This guarantee shall remain valid up to _____ or until all obligations have been fulfilled in accordance with the Contract, whichever is later.

Date this _____day of 2011.

GUARANTOR

Signature _____

CNIC # _____

Name _____

Designation _____

Address _____

10.5 Contract

This Contract is made on _____2011 at Lahore

Between

[Name & Address of the Purchaser] (hereinafter referred to as “the Purchaser”) of the one part

And

[Name & Address of the Contractor] (hereinafter referred to as “the Contractor”) of the other part

Which expression shall include their respective heirs, legal representatives, successors, assignees &nominees.

For

MAINTENACE MANAGEMENT SYSTEM

(hereinafter referred to as “the Services”).

1. The Contractor hereby covenants with the Purchaser to supply the Goods and provide the Services and to remedy defects / damage therein, at the time and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of the payments to be made by the Purchaser to the Contractor.
2. The Purchaser hereby covenants with the Contractor to pay the Contractor, the Contract Price or such other sum as may become payable, at the times and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of supply of the Goods and provision of the Services and remedying of defects / damage therein.
3. The following shall be deemed to form and be read and construct as part of this Contract:
    - **a.** The Tender Document
    - **b.** Terms and Conditions of the Contract
    - **c.** Special Stipulations
    - **d.** The Technical Specifications
    - **e.** Tender Form
    - **f.** Price Schedule
    - **g.** Affidavit
    - **h.** Authorized Dealership / Agency Certificate
    - **i.** Financial Summary
    - **j.** Tender Security
    - **k.** Performance Security
    - **l.** Service Level Agreement (SLA)

4. This Contract shall prevail over all other documents. In the event of any discrepancy / inconsistency within the Contract, the above Documents shall prevail in the order listed above.
5. IN WITNESS whereof the parties hereto have caused this Contract to be executed, in the presence of the witnesses and in accordance with their respective laws, the day and the year first above written.

PURCHASER		**CONTRACTOR**	
Signature	_____	Signature	_____
CNIC #	_____	CNIC #	_____
Name	_____	Name	_____
Designation	_____	Designation	_____
Address	_____	Address	_____

WITNESSES

Signature	_____	Signature	_____
CNIC #	_____	CNIC #	_____
Name	_____	Name	_____
Designation	_____	Designation	_____
Address	_____	Address	_____

10.6 Project Plan

Project plan is one of the key components of the Technical Proposal. It should include the main activities of the assignment, their content and duration, phasing and interrelations, milestones and delivery dates. The proposed plan should be consistent with requirements and specifications, showing understanding of the RFP and ability to translate them into a feasible working plan.

Annexure – I

LIST OF DATA ENTRY POINTS OF DIRECTORATE GENERAL AGRICULTURE (FIELD) PUNJAB

Directorate General Agriculture (Field)

Sr.	Name of Office	Address
1.	Assistant Agricultural Engineer	Directorate General Agriculture (Field), 21-Davis Road, Agriculture House, Lahore
2.	Assistant Agricultural Engineer	

Directorate of Agriculture (Field)

Sr.	Name of Office	Address
1.	Director of Agricultural Engineering , Lahore	Thoker Niaz Beg, Multan Road, Lahore
2.	Director of Agricultural Engineering , Faisalabad	Altaf Gang Chownk, Rasalawala Road, Jhang Road, Faisalabad
3.	Director of Agricultural Engineering , Multan	Old Shuja Abad Road Multan
4.	Director, AMRI, Multan	Old Shuja Abad Road Multan
5.	Director Soil Conservation, Rawalpindi	Directorate of Soil Conservation, Murree Road, Rawalpindi

Divisional Offices (Stores Workshops)

Sr.	Name of Office	Address
1.	AE , Lahore	Thoker Niaz Beg, Multan Road, Lahore
2.	AE , Gujranwala	Agricultural Engineering (Workshop) G.T. Road, Gujranwala
3.	AE (R) ,KAZ, Multan	Old Shuja Abad Road Multan
4.	AE , Faisalabad	Altaf Gang Chownk, Rasalawala Road, Jhang Road, Faisalabad
5.	AMRI , Faisalabad	Altaf Gang Chownk, Rasalawala Road, Jhang Road, Faisalabad
6.	AE , Sargodha	Water Supply Road, Near Naaz Cinema Arbar Area, Sargodha
7.	AE, Talagang	ADC Colony, Rawalpindi Road, Talagang
8.	AE, Multan	Old Shuja Abad Road Multan

9.	AMRI, Multan	Old Shuja Abad Road Multan
10.	AE, Bahawalpur	Ahmadpur Sharqia Road, Near NLC Adda, Qatal Ammarn More, Bahawalpur
11.	AE, D.G.Khan	Railway Road Near Circket House D.G.Khan
12.	AE, Layyah	Chubara Road, Layyah
13.	AE, SC, Rawalpindi	Murree Road, Rawalpindi

District Offices, Assistant Agricultural Engineer (Field)

Sr.	Name of Office	Address
1.	AAE, Sheikhupura	Opposite Civil Line Police, Sheikhpura
2.	AAE, Okara	Kot Liaqat Hayat G.R. Road, Okara
3.	AAE, Kasur	Opposite Ranger Public School Near Noor Mahal Chowk, Lari Adda, Kasur
4.	AAE, Sialkot	Near China Chowk, Pasroor Road, Sialkot
5.	AAE, Narowal	Near DCO House, Narowal
6.	AAE, Gujrat	Opposite Baghdad Colony Near Service More, G.T. Road, Gujrat
7.	AAE, Jhelum	Opposite Cigarette Factory, G.T. Road, P.O. Kala Gujran, Jhelum
8.	AAE, Chakwal	Near Tehsil Chowk, Rawalpindi Road, Chakwal
9.	AAE, Attock	Opposite Civil Hospital, Attock
10.	AAE , Jhang	Toba Road Phatic, Jhang Saddar
11.	AAE, T.T.Singh	Jhang Road Near Degree Collage for Boys, Toba Tek Singh
12.	AAE, Juharabad	Block No.2 Agricultural Engineering, Juharabad
13.	AAE, Qadirabad	Assistant Agricultural Engineering Workshop, Mianwali Road, Quaidabad
14.	AAE, Mianwali	Agricultural Engineering Workshop, Jail Road, Mianwali
15.	AAE, Bhakar	Mils Road, Chisti Chowk Near Shaheen Cinema, Bhakkar
16.	AAE, Vehari	Club Road, Vehari

17.	AAE,Khanewal	Lahore More, Kabirwala Road, Khanewal
18.	AAE, R.Y. Khan/Khanpur	Opposite of Engineering, Ranger Public School, Chok No. 4P, Khanpur, District R.Y.Khan
19.	AAE, Bahawalnagar	Opposite Engineering, Bahawlanagar Haroonabad road, Bahawalnagar
20.	AAE, Muzaffargarh	Jhang Road, Muzaffargarh