

BIDDING DOCUMENT
For
LABOUR AND TRANSPORT CONTRACT
Tender No. 09/2026-27
(National Competitive Bidding)

PUNJAB SEED CORPORATION

(Head Office)
4-Lytton Road, Lahore
Tele: 042-99212563, Fax: 042-99212570
Website: <http://psc.gop.pk/>



TENDER NOTICE

CONTRACTS FOR LABOUR AND TRANSPORT OPERATIONS FOR THE YEAR 2026-27

Punjab Seed Corporation invites online bids from eligible bidders, registered on Punjab e-Procurement System (www.ep.punjab.gov.pk), regarding "Contracts for Labour and Transport Operations for the year 2026-27 for Different PSC Centres".

Lot No.	Operations / Activities Description	Estimated Cost (Rs.)	Bid Security @ 2% (Rs.)
1	Transportation: Khanewal, Vehari, Multan, DG Khan & Bahawalpur	94,550,000	1,891,000
2	Transportation: Sahiwal & Bahawalnagar	60,600,000	1,212,000
3	Transportation: Piplan, Layyah & Bhakkar	31,650,000	633,000
4	Transportation: Rahim Yar Khan	42,450,000	849,000
5	Transportation: Gujranwala	15,450,000	309,000
6	Transportation: Jhang	8,500,000	170,000
7	Transportation: Bhalwal	5,400,000	108,000
8	Transportation: Fatehjang (Marketing)	6,950,000	139,000
9	Transportation: Lahore Store (Procurement & Marketing)	10,050,000	201,000
10	Labour: Khanewal, Vehari, Multan, DG Khan & Bahawalpur	52,350,000	1,047,000
11	Labour: Sahiwal & Bahawalnagar	33,550,000	671,000
12	Labour: Piplan, Layyah & Bhakkar	17,500,000	350,000
13	Labour: Rahim Yar Khan	23,500,000	470,000
14	Labour: Gujranwala	8,550,000	171,000
15	Labour: Jhang	4,700,000	94,000
16	Labour: Bhalwal	3,000,000	60,000
17	Labour: Fatehjang (Marketing)	3,850,000	77,000
18	Labour: Lahore Store (Procurement & Marketing)	5,550,000	111,000

- Bidding shall be conducted through Open Competitive Bidding, Single Stage Two Envelope procedure, as specified in the Punjab Procurement Rules, 2014 (as amended to date), and is open to all eligible bidders as defined in the Bidding Document.
- The bidder must submit its proposal on or before **October 5th, 2026** at 03:00 PM only through Punjab e-Procurement System (www.ep.punjab.gov.pk).
- By-hand submission of bids shall not be allowed in accordance with applicable e-procurement requirements.
- Bids will be opened on the same day, **October 5th, 2026** at 03:30 PM, on Punjab e-Procurement System; the date and time of bid opening shall be updated on the portal.
- Bid Security as mentioned above must be deposited online only through PSID generated on Punjab e-Procurement System. Any financial instrument submitted manually shall not be accepted.

6. The URL of the PPRA Punjab e-Procurement System is <https://ep.punjab.gov.pk> and response time shall be calculated from the date of publication of the advertisement on the PPRA website.

7. This advertisement and the Bidding Documents are also available free of cost on <http://www.psc.gop.pk>, <https://www.ppra.punjab.gov.pk> and Punjab e-Procurement System.

For clarifications contact:

Assistant Director Purchase,

Punjab Seed Corporation, 4-Lytton Road, Lahore,

042-99212563, commercial@psc.punjab.gov.pk.

INTRODUCTION

This Bidding Document has been prepared specifically for obtaining transportation and labour operations, activities, jobs, tasks and assignments in respect of the Seed Farms, Seed Processing Plants, Procurement and Marketing Centres of the Punjab Seed Corporation (PSC), and may not be applicable to other establishments or situations. The document has been designed keeping in view the provisions of the Punjab Procurement Rules, 2014 issued by the Punjab Procurement Regulatory Authority (PPRA).

In order to simplify the procedure without compromising quality, objectivity, cost-effectiveness, timeliness, ease of participation and free and fair competition, this Bidding Document has been divided into sections and annexures.

Part	Contents
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SECTION-1 - INVITATION TO BIDS

Labour and Transport Operations Tender 2026-27

- Time & Date of Receipt of Bid: 03:00 PM on 05.10.2026
- Time & Date of Opening of Bid: 03:30 PM on 05.10.2026

Note: This invitation to bids is only for the transportation and labour operations mentioned in this Tender Document and the Tender Notice published in the newspapers, on the PSC website and on the PPRA / e-Procurement portal under the authority of the Managing Director, PSC.

Whereas Punjab Seed Corporation intends to procure Labour & Transport Operations at different PSC Centres for the year 2026-27 by open competitive bidding from eligible transporters, labour contractors, carriage contractors, sole proprietors, firms and companies registered with the relevant tax and regulatory authorities.

PSC invites online bids from eligible bidders for the above operations. A bidder may submit a bid for one or more lots. Each lot shall be separately identified, secured, evaluated and awarded in accordance with this Bidding Document. Labour Operations (Lots 10-18) and Transportation Operations (Lots 1-9) shall be evaluated independently.

1.0 Applicable Conditions

1. Bidding will be conducted online through open competitive bidding in accordance with the Punjab Procurement Regulatory Authority Act, 2009 and Rule 38(1) of the Punjab Procurement Rules, 2014. Participation is open to bidders fulfilling the stated qualifications.
2. Interested bidders shall participate online at www.ep.punjab.gov.pk and submit their bid on or before 05.10.2026 at 03:00 PM.
3. The bidding process will be Single Stage Two Envelope. Bids must be submitted online only; by-hand submission is not allowed.
4. No bid will be accepted after the prescribed submission time and date.
5. Tender documents and supporting documents will be opened as per the advertised schedule. The opening time shall be updated on Punjab e-Procurement System.
6. Conditional or incomplete tenders, or bids not in accordance with the Bidding Document or applicable procurement rules, will not be accepted for evaluation.
7. The Competent Authority may accept or reject bids only in accordance with applicable procurement law and rules, with reasons recorded as required by law.
8. Bidders shall submit offers on the prescribed Bid Price Offer and shall sign the certificate and undertakings required by this document. Any deviation shall be clearly stated; otherwise the bid shall be deemed fully conforming.
9. Bid Security shall be submitted online through PSID generated on Punjab e-Procurement System. Manual bid security shall not be accepted.
10. Bid documents complete in all respects must be submitted online before the specified deadline.
11. Bid validity shall be at least 60 days from opening and may be extended by the bidder on PSC request without additional liability.
12. Place of consignment and delivery schedule shall be as specified in work orders issued under the Contract Agreement.
13. Failure to submit the bid in the prescribed manner may result in rejection as non-responsive.
14. PSC shall award each lot in accordance with the evaluation and award criteria stated in this Bidding Document; being the lowest price alone does not cure a failure of mandatory or technical requirements.
15. A bidder may bid for one or more Labour or Transportation lots. Evaluation and award shall be lot-wise, subject to Section 5.4 including the aggregate-turnover rule for multiple lots.
16. The Contract Agreement shall be governed by the general and special conditions stated herein, the Punjab Procurement Rules, 2014 and applicable law.
17. A bidder is deemed to have read and understood the conditions and particulars of the operations required by PSC.
18. Interested and eligible bidders may obtain further information from the Office of the Assistant Director (Purchase), PSC Head Office, 4-Lytton Road, Lahore, during office hours up to the bid submission deadline.

SECTION-2 - DEFINITIONS

1. "Bid Price" means the price represented by the Bid Factor quoted by the bidder in the prescribed financial bid, together with the applicable PSC base/scheduled rates and, for transport, the HSD adjustment formula.
2. "Bidder" means the sole proprietorship, registered partnership firm / AOP or company participating in the bidding process and offering to provide operations required by PSC.
3. "Competent Authority" means the Managing Director, Punjab Seed Corporation, or any officer duly authorised by him.
4. "Contract Operating Officer" means an officer of PSC authorised to operate and enforce the Contract in accordance with the Contract Agreement.
5. "Contract Price" means the amount payable to the Contractor for work actually performed under the accepted Bid Factor and applicable schedule/formula.
6. "Contract" means the agreement between PSC and the successful bidder, including all attachments, appendices and incorporated documents.
7. "Contractor" means a bidder awarded a contract for a lot and responsible for performance of the operations at the approved rates/formula.
8. "Day" means a calendar day.
9. "Month" means a calendar month.
10. "Punjab Seed Corporation" means Punjab Seed Corporation and its subordinate offices/centres.
11. "Stocks" means produce from PSC Seed Farms, produce procured from Registered Growers, unprocessed seed, processed seed and by-products handled or transported under the Contract.
12. "Transportation Operations" means transportation by road of stocks, stores, seeds and grains, packed or unpacked, from one point to another by authorised modes of conveyance, excluding animal-driven carts, as directed by PSC.
13. "Unit Operations" means manual, mechanical or combined performance of any activity or part thereof at any time during day or night for PSC under the Contract.

SECTION-3 - GENERAL CONDITIONS OF BIDDING

3.1 Source of Funds

PSC has budget allocation for the procurement under consideration and intends to apply the relevant budget to eligible payments under contracts awarded through this tender.

3.2 Cost of Bidding

All costs of preparing and submitting a bid, and all incidental expenses of participation, shall be borne by the prospective bidder. PSC shall not be responsible for such costs regardless of the outcome of the bidding process.

3.3 Bids / Tender Document

- i). Bids may be offered only on the prescribed documents available free of cost on Punjab e-Procurement System. The Bidding Documents may include: (a) Invitation to Bids; (b) general and special conditions; (c) technical specifications; (d) Bid Proforma; (e) Bid Price Schedule / base-rate schedule; and (f) certificates and undertakings.
- ii). Bidders shall examine all instructions, terms, conditions, specifications and the Schedule of Base / Scheduled Rates before submitting the bid. Failure to furnish required information, or material deviation from the Bidding Documents, may result in rejection.

3.4 Clarifications Concerning Bidding

A prospective bidder requiring clarification may apply in writing or through Punjab e-Procurement System before the due date.

3.5 Amendments in the Bidding Documents

- i). At any time before the submission deadline PSC may amend the Bidding Documents on its own initiative or in response to a clarification request.
- ii). Amendments shall be notified through the prescribed channels and shall be binding on bidders.
- iii). PSC may extend the submission deadline where necessary to allow reasonable time for bidders to take amendments into account.

3.6 Bid Papers

- a) Bidding Document from Punjab e-Procurement System.
- b) Bid Proforma duly filled and signed.
- c) Bid Price Offer / Schedule duly filled and signed for the lot bid for.
- d) Documentary evidence of eligibility and qualification, including the non-blacklisting affidavit, together with Forms TC-1, TC-2 and TC-3 duly completed and the supporting documents listed at Section 5.4.
- e) Documentary evidence that the transport, labour and ancillary operations will conform to the Bidding Document and applicable law.
- f) Bid Security deposited online through PSID generated on Punjab e-Procurement System.
- g) For transportation lots, documentary evidence of ownership or lawful control of the vehicles proposed for the relevant lot, as required by Part C of Section 5.4 and Clauses 8.3(49)-(50).

3.7 Description of the Operations

Transportation and labour operations shall be those prescribed in this Bidding Document and the Contract Agreement. Lots shall operate independently unless a work order expressly requires coordination. Applicable rates, factors, terms and conditions are contained in this document and its annexures.

3.8 Bid Prices

- i). PSC has prescribed base / scheduled rates in Annexure-1. The bidder shall not rewrite individual scheduled rates; it shall quote one Bid Factor for each lot bid for in the manner prescribed in Annexure-3.
- ii). For each lot, the Bid Factor shall apply uniformly to all scheduled items within that lot. For transportation, payment shall also be subject to the HSD adjustment formula in Annexure-1.

- iii). The quoted Bid Factor and resulting rates shall be inclusive of all applicable taxes, duties, levies, insurance, tolls and incidental charges, including statutory deductions / withholding taxes that PSC is required by law to deduct at source.
- iv). Bidders shall furnish the undertaking concerning rates charged to public-sector agencies as prescribed in this document.
- v). The accepted Bid Factor shall remain fixed during the contract period and any permitted extension. For transportation only, the HSD component shall vary strictly in accordance with Annexure-1.
- vi). A conditional, contingent or alternative Bid Factor shall render the financial bid non-responsive. No price adjustment is permitted except the transport HSD adjustment expressly stated in Annexure-1.
- vii). All prices and amounts shall be in Pakistani Rupees.
- viii). The Bid Factor shall be quoted in figures and words in the prescribed Bid Price Offer. In case of discrepancy, the expression in words shall prevail.

3.9 Documents Establishing Bidder's Eligibility and Qualification

- i). A bidder shall furnish, as part of its bid, all documents required by Section 5.4 to establish eligibility and qualification for the lot(s) bid for.
- ii). The financial and technical capability referred to in this Clause shall be established exclusively through Technical Criteria 1, 2 and 3 of Part B or Part C of Section 5.4, as applicable, and no other measure of financial or technical capability shall be applied in evaluation.

3.10 Bid Security / Earnest Money

- The bidder shall furnish Bid Security in the amount specified for the relevant lot.
- Bid Security shall be in Pakistani Rupees and deposited online through PSID generated on Punjab e-Procurement System. Manual instruments shall not be accepted.
- A bid for which the required Bid Security is not received before the deadline shall be rejected.
- Bid Security of unsuccessful bidders shall be released after completion of prescribed formalities.
- Bid Security of a successful bidder shall be released after the required Performance Security is deposited.
- Bid Security may be forfeited if the bidder withdraws during validity, or if a successful bidder fails to sign the Contract or furnish the required Performance Security.

3.11 Period of Validity of Bids

- Bids shall remain valid for the period stated in the Tender Notice / Bidding Document, i.e. 60 days reckoned from opening.
- PSC may request extension of bid validity in writing; the bidder may refuse without forfeiting Bid Security.
- Where validity is extended, Bid Security shall be extended accordingly.
- Extension of validity shall not permit modification of the bid.

3.12 Format and Signing of the Bid

- i). Bids shall be typed or written in indelible form, signed by the authorised signatory and submitted online. Every page required to be signed under this document shall be signed / stamped as prescribed.
- ii). Any interlineation, erasure, strike-through, cutting or overwriting shall be valid only if authenticated by the authorised signatory as permitted by the e-procurement process.

SECTION-4 - SUBMISSION OF BIDS

4.1 Deadline for Submission of Bids

- Bids must be submitted online at Punjab e-Procurement System by the stated deadline.
- By-hand or manual submission is not allowed.
- Late bids shall not be considered.
- A bidder may submit bids for one or more lots. Each lot shall be separately identified and accompanied by the applicable Bid Security and financial offer.
- PSC may extend the deadline in accordance with applicable procurement rules and shall notify bidders through the prescribed channels.

4.2 Modification and Withdrawal of Bids

- A bidder may modify or withdraw its bid before the deadline to the extent permitted by Punjab e-Procurement System.
- After the deadline, no modification of the substance or price of a bid shall be allowed, except permissible clarification or correction under this document and applicable rules.
- Withdrawal between the submission deadline and expiry of bid validity may result in forfeiture of Bid Security.
- If PSC does not make an award decision within the validity period and validity is not extended by the bidder, the bid may be withdrawn without penalty.

SECTION-5 - OPENING AND EVALUATION OF BIDS

5.1 Opening of Bids

- Bids will be opened online at the advertised date and time.
- Bidder names, bid prices/factors, discounts, presence or absence of required Bid Security and other relevant particulars may be announced / recorded.
- Late bids and bids failing non-waivable requirements shall be dealt with in accordance with this document and applicable procurement rules.
- PSC shall prepare and record the proceedings of bid opening.

5.2 Clarification of Bids

During evaluation PSC may seek clarification of a bid, but no change in price or substance shall be sought, offered or permitted. Clarification shall be confined to documents uploaded with the bid. No document required under Parts A, B or C of Section 5.4 may be submitted, completed or substituted after the bid submission deadline.

5.3 Preliminary Examination of Bids

- PSC shall determine conformity from the contents of the bid and documents uploaded by the deadline. Authenticity and validity of those documents may be verified with issuing organizations in accordance with Part D of Section 5.4; such verification shall not permit supplementation of a deficient bid.
- PSC will examine whether bids are complete, arithmetically correct where applicable, supported by required security, properly signed and generally in order.
- Arithmetical errors shall be corrected in accordance with the Bidding Document and applicable rules. Where a discrepancy exists between words and figures, words shall prevail.
- If a bidder does not accept a permissible correction, its bid may be rejected and Bid Security dealt with under the Bidding Document.
- PSC may waive a minor informality or irregularity that does not constitute a material deviation and does not prejudice competition or relative ranking.
- A materially non-responsive bid shall be rejected and shall not be made responsive by post-deadline correction or submission of missing mandatory documents.

5.4 Evaluation and Comparison of Bids

- Bids for Labour Operations and Transportation Operations shall be submitted and evaluated separately by lot. A bidder may participate in one or more lots in either or both categories, subject to the requirements below.
 - Evaluation shall proceed in this order: (a) Part A Mandatory Requirements; (b) Part B or Part C Technical Evaluation, as applicable, on a pass/fail basis; and (c) Financial Evaluation of only those bids that pass all applicable mandatory and technical requirements.
 - Each lot shall be evaluated independently, subject to the aggregate-turnover and capacity rules in Part D for bidders participating in multiple lots.
2. Bids shall be examined first for compliance with Part A (Mandatory Requirements). A bid that fails any mandatory requirement shall be rejected as non-responsive without technical evaluation. Bids found compliant with Part A shall be evaluated against Part B or Part C, as applicable, on a pass/fail basis. Only bids passing every technical criterion shall proceed to financial evaluation.
3. The definitions and rules of application at Part D form an integral part of these criteria. The Bidder's Forms at Part F shall be uploaded, duly filled and signed, with the bid.

PART A: MANDATORY REQUIREMENTS (applicable to all lots)

Sr. No.	Description	Requirement
1	Legal Status of Business: Sole Proprietorship, or Firm (AOP) / Company registered with the Securities and Exchange Commission of Pakistan or the Registrar of Firms, as applicable.	✓
2	Registration with the Federal Board of Revenue (FBR) for Income Tax, with active status on the Active Taxpayer List (ATL) on the bid submission date.	✓

Sr. No.	Description	Requirement
3	Registration with the Punjab Revenue Authority (PRA) for Punjab Sales Tax on Services (PST).	✓
4	Affidavit of non-blacklisting and correctness of information, on the prescribed format (Annexure-5), on stamp paper of the prescribed value.	✓
5	Acceptance of terms and conditions: the Bidding Document, complete in all respects, duly signed and stamped on every page by the authorised signatory.	✓
6	Copy of valid CNIC of the sole proprietor / all partners / authorised signatory.	✓
7	Bid Security for the relevant lot, in the amount specified in the Bidding Document, deposited online through PSID generated on the Punjab e-Procurement System before the bid submission deadline.	✓
8	Joint Ventures not eligible: Joint ventures and consortia are not eligible under this tender. Each bid shall be submitted by a single legal entity (sole proprietorship, registered partnership firm / AOP or company) which meets every mandatory and technical requirement in its own name. A bid submitted by or on behalf of a joint venture or consortium, in any form, shall be rejected as non-responsive.	✓

PART B: TECHNICAL EVALUATION CRITERIA FOR LABOUR OPERATIONS (Lots 10 to 18)

Sr. No.	Requirement	Documentary Evidence	Status
1	Relevant experience: completed similar contracts	At least three (03) contracts of similar nature (as defined at Part D, para D.1), executed for any Government, Semi-Government or private organisation, completed within the last five (05) years reckoned from the bid submission date, each of a value not less than 30% of the Estimated Cost of the lot bid for, and at least one (01) of them of a value not less than 50% of the Estimated Cost of the lot (rupee thresholds at Part D, para D.3). Evidence: copy of the contract agreement or work order, together with a completion certificate or satisfactory-performance certificate issued on the client's letterhead and stating the contract value, the value actually executed, the period of execution and the name, designation and telephone number of the issuing officer for verification. All contracts relied upon shall be summarised in Form TC-1.	Pass / Fail
2	Current activity and capacity	At least one (01) contract of similar nature, with any Government, Semi-Government or private organisation, that is ongoing on the bid submission date, or was completed within the twelve (12) months preceding it, of a value not less than 25% of the Estimated Cost of the lot, evidenced in the manner stated at Sr. 1. The bidder shall further declare in Form TC-2 all contracts in hand on the bid submission date, stating for each the remaining value and the workforce (number and categories of workers) committed to it. A bidder whose declared commitments, in the assessment of the Evaluation Committee, leave it without sufficient capacity to perform the lot bid for shall fail this criterion.	Pass / Fail
3	Financial capacity	Average annual turnover over the last three (03) financial years (as defined at Part D, para D.4) of not less than 200% (two times) of the Estimated Cost of the lot. A bidder submitting bids for more than one lot, in either or both categories, shall meet the aggregate of the turnover requirements of all lots bid for (Part D, para D.5). Evidence: audited financial statements for each of the three financial years, comprising the balance sheet, the profit and loss account and the notes to the accounts. Turnover shall be summarised in Form TC-3.	Pass / Fail
4	Capacity to provide labour	Undertaking that the bidder can arrange and deploy the required number and categories of workers at the specified locations and within the required time.	Pass / Fail
5	Compliance with minimum wages	Unconditional undertaking to pay every deployed worker not less than the minimum wage notified by the Government of the Punjab from time to time for the relevant category of employment.	Pass / Fail
6	Compliance with labour laws	Undertaking to comply with all applicable labour, employment, working-hours, leave, occupational safety, social-security and other statutory requirements throughout the contract period.	Pass / Fail
7	Responsibility for workforce	Acceptance that the contractor shall remain solely responsible for recruitment, wages, conduct, discipline, supervision, safety, insurance and statutory liabilities of its workforce.	Pass / Fail
8	Conformity with scope	Complete conformity with the scope of work, staffing requirements, operational locations, working schedules and performance standards stated in the Bidding Document.	Pass / Fail

PART C: TECHNICAL EVALUATION CRITERIA FOR TRANSPORTATION OPERATIONS (Lots 1 to 9)

Sr. No.	Requirement	Documentary Evidence	Status
1	Relevant experience: completed similar contracts	At least three (03) contracts of similar nature (as defined at Part D, para D.1), executed for any Government, Semi-Government or private organisation, completed within the last five (05) years reckoned from the bid submission date, each of a value not less than 30% of the Estimated Cost of the lot bid for, and at least one (01) of them of a value not less than 50% of the Estimated Cost of the lot (rupee thresholds at Part D, para D.3). Evidence: copy of the contract agreement or work order, together with a completion certificate or satisfactory-performance certificate issued on the client's letterhead and stating the contract value, the value actually executed, the period of execution and the name, designation and telephone number of the issuing officer for verification. All contracts relied upon shall be summarised in Form TC-1.	Pass / Fail
2	Current activity and capacity	At least one (01) contract of similar nature, with any Government, Semi-Government or private organisation, that is ongoing on the bid submission date, or was completed within the twelve (12) months preceding it, of a value not less than 25% of the Estimated Cost of the lot, evidenced in the manner stated at Sr. 1. The bidder shall further declare in Form TC-2 all contracts in hand on the bid submission date, stating for each the remaining value and the fleet (vehicles by registration number) committed to it. A bidder whose declared commitments, in the assessment of the Evaluation Committee, leave it without sufficient capacity to perform the lot bid for shall fail this criterion.	Pass / Fail
3	Financial capacity	Average annual turnover over the last three (03) financial years (as defined at Part D, para D.4) of not less than 200% (two times) of the Estimated Cost of the lot. A bidder submitting bids for more than one lot, in either or both categories, shall meet the aggregate of the turnover requirements of all lots bid for (Part D, para D.5). Evidence: audited financial statements for each of the three financial years, comprising the balance sheet, the profit and loss account and the notes to the accounts. Turnover shall be summarised in Form TC-3.	Pass / Fail
4	Availability of vehicles	List of vehicles proposed for the relevant lot, stating registration number, type, make / model, year, capacity and ownership or hiring status, in the number required by Clause 8.3(50) of the Bidding Document.	Pass / Fail
5	Ownership or lawful control	Vehicle registration books in the bidder's name or the name of the firm, or valid lease / hire agreements on the specimen at Annex-9 (3rd Party Carriage Transport Agreement), authorisation letters or other evidence establishing lawful and reliable access to the proposed vehicles for the full contract period.	Pass / Fail
6	Valid registration and fitness	Valid vehicle registration certificates, fitness certificates and other documents required for commercial operation of each proposed vehicle.	Pass / Fail
7	Token tax and government dues	Evidence that applicable token tax and other statutory vehicle dues have been paid and are valid for each proposed vehicle.	Pass / Fail
8	Maintenance and roadworthiness	Undertaking that all deployed vehicles shall remain mechanically sound, roadworthy, clean, safe and suitable for the intended cargo throughout the contract period.	Pass / Fail
9	Safety and legal compliance	Undertaking to comply with applicable traffic, transport, axle-load, road-safety, environmental and motor-vehicle laws and regulations.	Pass / Fail
10	Protection of goods	Acceptance of responsibility for safe handling and transportation of the goods and for preventing loss, shortage, contamination, mixing, deterioration or damage while in the contractor's custody.	Pass / Fail
11	Conformity with scope	Complete conformity with the routes, destinations, vehicle requirements, loading arrangements, delivery timelines and performance standards stated in the Bidding Document.	Pass / Fail

PART D: DEFINITIONS AND RULES OF APPLICATION

D.1 Similar nature. For Transportation Operations (Lots 1 to 9), a contract of similar nature means a contract for the transportation by road of bagged agricultural commodities (seed, grain, cotton, fertilizer, sugar or commodities of like kind) for a public-sector, semi-government or private organization, including but not limited to the Punjab Seed

Corporation, PASSCO, the Punjab Food Department, the Trading Corporation of Pakistan, seed and fertilizer companies, sugar mills and ginning factories. For Labour Operations (Lots 10 to 18), a contract of similar nature means a contract for the loading, unloading, stacking, bagging, stitching and allied handling of the same commodities for such organizations. Contracts for the carriage or handling of general cargo, construction material, machinery or liquids shall not be treated as of similar nature.

D.2 Estimated Cost. The Estimated Cost of a lot is the amount stated against that lot in the Tender Notice and in the Schedule of Bid Security at Section 8 of the Bidding Document. Where a percentage of the Estimated Cost is prescribed, the resulting rupee thresholds are set out at para D.3 and shall be applied as stated there.

D.3 Rupee thresholds by lot. The following thresholds apply for the purposes of Technical Criteria 1, 2 and 3:

Lot	Category / PSC Centres	Estimated Cost (Rs.)	Criterion 1 each contract 30%	Criterion 1 one contract 50%	Criterion 2 current contract 25%	Criterion 3 avg. turnover 200%
1	Transport: Khanewal, Vehari, Multan, DG Khan & Bahawalpur	94,550,000	28,365,000	47,275,000	23,637,500	189,100,000
2	Transport: Sahiwal & Bahawalnagar	60,600,000	18,180,000	30,300,000	15,150,000	121,200,000
3	Transport: Piplan, Layyah & Bhakkar	31,650,000	9,495,000	15,825,000	7,912,500	63,300,000
4	Transport: Rahim Yar Khan	42,450,000	12,735,000	21,225,000	10,612,500	84,900,000
5	Transport: Gujranwala	15,450,000	4,635,000	7,725,000	3,862,500	30,900,000
6	Transport: Jhang	8,500,000	2,550,000	4,250,000	2,125,000	17,000,000
7	Transport: Bhalwal	5,400,000	1,620,000	2,700,000	1,350,000	10,800,000
8	Transport: Fatehjang (Marketing)	6,950,000	2,085,000	3,475,000	1,737,500	13,900,000
9	Transport: Lahore Store (Procurement & Marketing)	10,050,000	3,015,000	5,025,000	2,512,500	20,100,000
10	Labour: Khanewal, Vehari, Multan, DG Khan & Bahawalpur	52,350,000	15,705,000	26,175,000	13,087,500	104,700,000
11	Labour: Sahiwal & Bahawalnagar	33,550,000	10,065,000	16,775,000	8,387,500	67,100,000
12	Labour: Piplan, Layyah & Bhakkar	17,500,000	5,250,000	8,750,000	4,375,000	35,000,000
13	Labour: Rahim Yar Khan	23,500,000	7,050,000	11,750,000	5,875,000	47,000,000
14	Labour: Gujranwala	8,550,000	2,565,000	4,275,000	2,137,500	17,100,000
15	Labour: Jhang	4,700,000	1,410,000	2,350,000	1,175,000	9,400,000
16	Labour: Bhalwal	3,000,000	900,000	1,500,000	750,000	6,000,000
17	Labour: Fatehjang (Marketing)	3,850,000	1,155,000	1,925,000	962,500	7,700,000
18	Labour: Lahore Store (Procurement & Marketing)	5,550,000	1,665,000	2,775,000	1,387,500	11,100,000

D.4 Financial years and contract value. The last three financial years means the three most recent financial years (1 July to 30 June) for which audited financial statements exist on the bid submission date, ordinarily FY 2022-23, FY 2023-24 and FY 2024-25; where audited financial statements for FY 2025-26 are available they may be substituted for the earliest of those years. Turnover means gross revenue from the bidder's business as shown in the audited profit and loss account for the year; turnover not supported by audited financial statements shall be disregarded. The value of a contract means the value actually executed and certified by the client, exclusive of any advance or unexecuted balance.

D.5 Bids for more than one lot. A bidder submitting bids for more than one lot shall satisfy Technical Criterion 3 in respect of the aggregate of the turnover requirements (two times the Estimated Cost) of all lots bid for. Where the bidder's average annual turnover is less than that aggregate, the bidder shall be treated as qualified only for those lots, taken in descending order of Estimated Cost, whose cumulative turnover requirement does not exceed its average annual turnover. Technical Criteria 1 and 2 shall be assessed separately for each lot against the thresholds of that lot; the same contract may be relied upon for more than one lot.

D.6 Completed contracts. A contract is completed when its full scope has been executed and a completion certificate or satisfactory-performance certificate has been issued by the client on or before the bid submission date. An ongoing contract shall not be counted under Criterion 1, and a contract awarded but not commenced shall not be counted under Criterion 1 or Criterion 2.

D.7 Verification of documents. PSC shall verify certificates, registrations and statements submitted under Parts A, B and C with the issuing organisation, the auditor, FBR or the bank concerned, and may for this purpose contact the officers named in the documents. A document that cannot be verified after reasonable effort shall be treated as not submitted. A document found to be false, forged or materially misstated shall result in rejection of the bid, forfeiture of the bid security and proceedings for blacklisting under Rule 21 of the Punjab Procurement Rules, 2014, in addition to any other action available in law.

D.8 Clarifications. Clarification of bids under Clause 5.2 of the Bidding Document shall be confined to the documents uploaded with the bid. No document required under Parts A, B or C may be submitted, completed or substituted after the bid submission deadline, and a bid deficient in any such document shall be evaluated on the documents actually submitted.

D.9 Reckoning of periods. All periods stated in these criteria (five years, twelve months, six months, three financial years) shall be reckoned backwards from the bid submission date stated in the Tender Notice as amended from time to time.

PART E: CONSEQUENTIAL AMENDMENTS TO THE BIDDING DOCUMENT

E.1 Clause 6.10.2 (Consequences). The sentence "A disclosed joint venture permitted by this tender is not pooling merely because its members bid and perform jointly." is deleted and the following substituted: "Joint ventures and consortia are not eligible under this tender (Mandatory Requirement No. 8). Any arrangement by which two or more persons jointly prepare, fund, secure or perform a bid submitted in the name of one of them shall be disclosed and may be treated as pooling." The reference to "JV members" in the opening paragraph of Clause 6.10 is retained for the purpose of the disclosure obligations only.

E.2 Clause 3.9(ii) (Documents establishing eligibility and qualification). The financial and technical capability referred to in Clause 3.9(ii) shall be established exclusively through Technical Criteria 1, 2 and 3 of Part B or Part C, as applicable, and no other measure of financial or technical capability shall be applied in evaluation.

E.3 Clause 3.6(i)(d) (Bid papers). After the words "is not blacklisted by procuring agency" insert: ", together with Forms TC-1, TC-2 and TC-3 duly completed and the supporting documents listed at Section 5.4".

E.4 Clause 8.3(13) and 8.3(14) (Constitution of the bidder). For the avoidance of doubt, the Memorandum and Articles of Association, Partnership Deed or Sole Proprietorship registration furnished under Clauses 8.3(13) and 8.3(14) shall be the basis for determining that the bidder is a single legal entity for the purpose of Mandatory Requirement No. 8.

PART F: BIDDER'S FORMS

FORM TC-1: SUMMARY OF SIMILAR CONTRACTS COMPLETED IN THE LAST FIVE YEARS

(Technical Criterion 1)

Name of Bidder: _____ Lot No(s). bid for: _____

List only contracts of similar nature as defined at Part D, para D.1. Attach for each: contract / work order and completion or performance certificate on the client's letterhead. Mark the page number of each attachment in the last column.

Sr.	Client (name, department, address, contact officer & phone)	Contract / Work Order No. and date	Description of work (commodity, operations, centres)	Contract value (Rs.)	Value executed / final bill (Rs.)	Period (from-to)	Certificate at page No.

I/We certify that the particulars given above are true and complete and that the supporting documents referred to are uploaded with the bid.

Signature & Seal of Bidder: _____ Name: _____ Designation: _____ Date: _____

FORM TC-2: DECLARATION OF CONTRACTS IN HAND ON THE BID SUBMISSION DATE

(Technical Criterion 2)

Name of Bidder: _____ Lot No(s). bid for: _____

Declare every contract, of whatever nature, that is ongoing on the bid submission date, including contracts with PSC. For the contract(s) relied upon to meet Criterion 2, attach the evidence stated at Criterion 1. State the vehicles (by registration number) or the workforce committed to each contract.

Sr.	Client (name, department, address, contact officer & phone)	Contract / Work Order No. and date	Description of work (commodity, operations, locations)	Total contract value (Rs.)	Remaining value (Rs.)	Period (from-to)	Fleet / workforce committed

Total vehicles owned / bound by the bidder: _____ Vehicles proposed for the lot(s) bid for: _____

Vehicles committed elsewhere: _____

(Labour lots) Total workforce ordinarily deployed by the bidder: _____ Workforce proposed for the lot(s) bid for: _____ Workforce committed elsewhere: _____

I/We certify that the particulars given above are true and complete and that the supporting documents referred to are uploaded with the bid.

Signature & Seal of Bidder: _____ Name: _____ Designation: _____ Date: _____

FORM TC-3: STATEMENT OF ANNUAL TURNOVER FOR THE LAST THREE FINANCIAL YEARS

(Technical Criterion 3)

Name of Bidder: _____ Lot No(s). bid for: _____

State the financial years in accordance with Part D, para D.4. Attach the audited financial statements for each year (balance sheet, profit and loss account and notes to the accounts). PSC will verify the statements with the auditor named.

Financial year (1 July-30 June)	Turnover / gross revenue per audited P&L (Rs.)	Auditor (firm name & date of audit report)	Auditor's contact for verification (address, phone, e-mail) & page No. of audit report
FY _____			
FY _____			
FY _____			
Average annual turnover			
Required (per lot / aggregate of lots bid for):			

I/We certify that the particulars given above are true and complete and that the supporting documents referred to are uploaded with the bid.

Signature & Seal of Bidder: _____ Name: _____ Designation: _____ Date: _____

Financial Evaluation

1. Financial bids shall be evaluated separately for Labor Operations and Transportation Operations, including each respective lot. Only the financial bids of bidders declared responsive during the preliminary and technical evaluation shall be considered.
2. A bidder participating in both categories shall submit a separate Financial Bid for: a. Labor Operations; and b. Transportation Operations.
3. The bidder shall quote: a. one Labor Bid Factor for each relevant Labor Operations lot; and b. one Transport Bid Factor for each relevant Transportation Operations lot.
4. The Bid Factor shall represent the bidder's quoted rates in relation to the base rates prescribed by Punjab Seed Corporation (PSC). A factor of 1.00 equals PSC base, 1.15 equals 15% above PSC base, and 0.95 equals 5% below PSC base. A percentage-above entry shall not be accepted in the factor field.
5. The financial evaluation/comparison shall be based on the price offered by the participating bidders.
6. The bids will be subjected to a detailed technical evaluation with respect to their technical specifications and the criteria defined.
7. Bids qualifying both the financial and technical evaluation shall only be the successful bids. However, being a successful bid would not vest any right into the bidder to claim acceptance of the bid and issuance of supply order, which is a sole prerogative of the Punjab Seed Corporation.
8. The Financial Bid shall be examined for: a. completeness and proper execution; b. conformity with the prescribed Financial Bid format; c. correctness of the quoted Bid Factor; d. arithmetical errors, where applicable; e. inclusion of applicable taxes, duties, levies and statutory obligations in accordance with the Bidding Documents; and f. any condition, qualification, omission or deviation affecting the price or comparability of bids.
9. A Financial Bid shall be declared non-responsive if it: a. contains more than one Bid Factor for the same category or lot; b. contains an alternative, conditional or ambiguous financial offer; c. is incomplete or unsigned; d. quotes the Bid Factor in a manner different from the prescribed format; e. changes, qualifies or excludes any item included in the relevant Schedule of Rates; or f. contains any material deviation that prevents fair comparison with other bids.
10. Arithmetical errors, if any, shall be corrected in accordance with the procedure stated in the Bidding Documents and the applicable Punjab Procurement Rules. If the bidder does not accept a permissible arithmetical correction, its bid shall be rejected and the bid security may be dealt with in accordance with the Bidding Documents.
11. Financial bid shall be inclusive of all applicable taxes.
12. The financial evaluation and award of Labor Operations and Transportation Operations shall be conducted independently. A bidder's quoted factor for one category or lot shall not affect the evaluation of its bid for another category or lot.
13. Subject to responsiveness, qualification, rate reasonableness and approval by the competent authority, the contract for each category or lot shall be awarded separately to the bidder offering the lowest evaluated responsive Bid Factor/Evaluated Bid Price.
14. Where two or more responsive bidders quote the same lowest Bid Factor, the successful bidder shall be determined through the coin tossing method / tie-breaking method in accordance with PPRA Rules 2014.
15. The estimated quantities used for financial evaluation are for bid comparison only and shall not constitute a guarantee of the actual volume of work. Payments shall be made for the operations actually performed, verified and accepted by PSC, at the applicable PSC base rates adjusted by the successful bidder's quoted Bid Factor.

5.5 Contacting the Punjab Seed Corporation

- i). If a bidder wishes to contact PSC on any matter related to the bid after opening and before award, it shall do so in writing.
- ii). Any effort by a bidder to improperly influence PSC in bid evaluation, comparison or award may result in rejection and other action under applicable law.

SECTION-6 - AWARD OF CONTRACT

6.1 Capability of the Bidder to Perform the Contract

- i). Before award, PSC may verify the documentary evidence submitted by the lowest evaluated responsive bidder and confirm continued compliance with the mandatory and technical criteria stated in Section 5.4.
- ii). No new or additional financial or technical qualification criterion shall be introduced at this stage. Capability shall be determined from Section 5.4, the documents uploaded by the deadline, and verification permitted under Part D thereof.
- iii). If verification establishes that the bidder does not meet an applicable mandatory or technical criterion, PSC may reject that bid and proceed to the next lowest evaluated responsive bidder for the relevant lot.

6.2 Award Criteria

- i). Each lot shall be awarded to the lowest evaluated responsive bidder among those that pass all applicable Mandatory and Technical Requirements, subject to rate reasonableness, verification and approval by the Competent Authority.
- ii). Labour and Transportation lots shall be awarded separately. A bidder may be awarded more than one lot only to the extent it satisfies the aggregate-turnover and capacity requirements of Section 5.4.

6.3 PSC's Right to Vary Quantum of Activities at the Time of Award of Contract

PSC reserves the right, subject to applicable procurement rules, to increase or decrease the quantum of operations within the scope of the relevant lot without changing the accepted Bid Factor or other terms and conditions.

6.4 PSC's Right to Accept and to Reject Any or All Bids

PSC may accept or reject bids, or annul the bidding process, only in accordance with applicable procurement law and rules, with reasons recorded and communicated where required.

6.5 Provisional Acceptance of Bid and Notification Thereof

- Before expiry of bid validity PSC will notify the successful bidder in writing and require Performance Security where applicable.
- After the successful bidder furnishes Performance Security, PSC will complete the prescribed award formalities and release Bid Security of unsuccessful bidders.
- An unsuccessful bidder may seek grounds for non-selection in accordance with applicable procurement rules.

6.6 Signing of the Contract

The successful bidder shall execute the Contract Agreement in the form approved by PSC within the period stated in the acceptance / award communication.

6.7 Performance Guarantee

- The successful bidder shall furnish Performance Security in the form and mode prescribed by Punjab e-Procurement System within the stipulated time.
- Performance Security shall be 5% of the contract amount as stated in Section 8 and shall not exceed the limit prescribed by applicable rules.
- Failure to furnish Performance Security may lead to annulment of award and forfeiture of Bid Security, and PSC may proceed in accordance with the Bidding Document and rules.
- Performance Security shall secure performance and may be realised to compensate PSC for loss arising from contractual default.

6.8 Corrupt and Fraudulent Practices

Corrupt or fraudulent practices, including misrepresentation and collusive conduct, may result in rejection, termination, recovery, blacklisting and other action under applicable law and procurement rules.

6.9 Blacklisting and Disqualification

A participating bidder should not be blacklisted by the procuring agency. Blacklisting proceedings, where warranted, shall be conducted under applicable law and procurement rules.

6.10 Anti-pooling and Independent-bid

These obligations apply to bidders, JV members, agents and contractors before bidding, during evaluation and throughout performance. “Pooling” means an agreement, arrangement or concerted practice to suppress competition, manipulate an award, allocate work or share the benefit of apparently competing bids. The reference to JV members is retained solely for disclosure obligations; Joint Ventures and consortia are not eligible under this tender.

- Do not agree prices, bid factors, discounts, price floors, quantities, territories, functions, centres, winners, bid order or bid participation with another competing bidder.
- Do not submit deliberately losing or defective bids, pay for abstention or withdrawal, rotate awards, coordinate refusal to sign, or agree to force re-tender at higher prices.
- Do not exchange non-public bid information, fund another competing bid for collusive purposes, use proxy firms to create apparent competition or conceal beneficial ownership/control.
- Do not use an association, intermediary, PSC official or bid-preparation agent to communicate or enforce a common price or market allocation.
- Do not subcontract, transfer awarded work or share profits with a losing/non-bidding rival as compensation for its conduct in this procurement.
- Do not obstruct independent bidders through threats, false complaints, vehicle/worker boycotts or inducements. Ordinary lawful labour rights and independent business choices are not pooling.
- Disclose common ownership/control, bid preparers, authorised agents, security funding and relevant shared resources. Disclosure does not authorise collusion.
- Preserve and provide relevant records requested lawfully. Do not alter metadata, delete records after preservation notice, fabricate leases or retaliate against witnesses.

6.10.1 Safeguard against wrongful exclusion

Same price, common bank branch, trade-association membership, low participation or bidding for only one centre does not by itself prove collusion. Lawful explanations and corroboration shall be assessed independently.

6.10.2 Consequences

Established conduct may support rejection of affected bids, contractual termination, justified recovery/security action, Rule 21 blacklisting and referral to PPRA / Competition Commission of Pakistan or other competent body. Subcontracting to outside firms after award remains prohibited under Clause 7.9. Joint ventures and consortia are not eligible under this tender (Mandatory Requirement No. 8). Any arrangement by which two or more persons jointly prepare, fund, secure or perform a bid submitted in the name of one of them shall be disclosed and may be treated as pooling.

6.10.3 Pooling Scenarios

1. Price fixing: agreeing on bid prices, bid factors or minimum rates instead of pricing independently.
2. Cover bidding: deliberately higher-priced or defective bids to help a preselected bidder win.
3. Bid suppression: agreeing not to bid, to withdraw or to omit documents in favour of another bidder.
4. Bid rotation: agreeing to take turns winning contracts across lots or tender periods.
5. Division of work or territory: reserving centres, routes, quantities or functions for particular contractors.
6. Proxy bidding: apparently independent competing bids through nominees or firms secretly under common direction.
7. Coordinated bid preparation: sharing confidential prices or using a common person to coordinate competing bids.
8. Financial or resource support for sham bids: arranging another bidder's security, vehicles, crews or documents to create false competition.
9. Coordinated refusal of award: agreeing to refuse or abandon an award to benefit another bidder or force re-tender.
10. Work or profit sharing: promising competing bidders payment, profit or post-award work in return for reduced competition.
11. Collective boycott or intimidation: coordinating refusal to bid or perform to force agreed rates, or threatening others to prevent independent participation.
12. Official-assisted collusion: coordinating with a PSC official to obtain confidential information or manipulate competition.

SECTION-7 - MISCELLANEOUS TERMS AND CONDITIONS

7.1 Applicable Standards and Specifications

Transportation facilities, labour operations and other activities shall conform to this Bidding Document and applicable standards notified or accepted by competent Government authorities. Where no standard is stated, PSC may apply an appropriate authoritative standard consistent with law.

7.2 Delivery of Stocks

The Contractor shall deliver stocks in accordance with this Bidding Document and the Delivery Memo / Work Order issued by PSC.

7.3 Insurance

PSC will not ordinarily insure stocks against loss, theft or damage in transit. The Contractor remains responsible for safe delivery. Any transit insurance obtained by the Contractor shall be at its own cost unless expressly provided otherwise.

7.4 Transportation & Transit Expense Enroute

The Transportation Contractor shall bear all transit expenses from origin to destination, including road taxes, fees, cesses and tolls, and shall be deemed to have included them in its Bid Factor / rates.

7.5 Payments

- All payments shall be on work-done basis upon submission and verification of bills.
- The accepted Transport Bid Factor remains fixed. The only variable transport component is the symmetric HSD adjustment in Annexure-1, added when positive and deducted when negative.
- Payment shall be made on verified net tonnes / bag-rate equivalents and approved one-way kilometres.
- All authorised commodities shall be transported as directed by the Contract Operating Officer.
- Small packs and part loads may be transported in an appropriate authorised vehicle, but payment remains proportional to actual verified net tonnes. No minimum truckload or empty-return entitlement arises.
- Bills and claims are subject to pre-audit / audit requirements.
- Final settlement shall be subject to prescribed audit and no-liability clearance.
- Security shall be released after audit clearance and a No Outstanding Liabilities certificate from the competent PSC officers.
- All payments shall be subject to statutory deductions and taxes required by law at the time of payment.

7.6 Change Orders

PSC may issue written changes within the general scope of the Contract concerning time/duration, place of loading/unloading/delivery and incidental operations. Any permissible equitable adjustment shall be processed in accordance with the Contract and applicable procurement rules; the accepted Bid Factor shall not be altered except where expressly allowed by the transport HSD formula.

7.7 Contract Amendments

Subject to Clause 7.6 and applicable procurement rules, no variation or modification shall be made except by written amendment signed by authorised parties.

7.8 Assignment

The Contractor shall not assign or transfer its contractual obligations, in whole or in part, to any other person, firm or entity.

7.9 Subcontracts

No subcontracting of the awarded work is permitted. Lease, hire or lawful control of vehicles evidenced under Part C of Section 5.4 and Clauses 8.3(49)-(50) shall not constitute subcontracting, provided the awarded Contractor remains the sole contractual counterparty, retains operational control and remains fully responsible for performance.

7.10 Delays

The Contractor shall perform within PSC time schedules. Any impediment shall be promptly notified in writing. PSC may extend time in accordance with the Contract. Except for an approved extension or Force Majeure, delay may attract liquidated damages and risk-and-cost action.

7.11 Liquidated Damages

If the Contractor fails to deliver stocks or perform assigned operations within the specified period, PSC may deduct liquidated damages at the applicable rate for the default period, up to a cumulative maximum of 10% of the contract price. PSC may consider termination once the maximum is reached.

7.12 Termination of Contract for Default

PSC may terminate the Contract in whole or in part for failure to deliver, failure to perform other obligations, or corrupt/fraudulent practice. PSC may arrange completion at the Contractor's risk and cost, while requiring performance of any un-terminated portion.

7.13 Force Majeure

The Contractor shall not be liable for forfeiture, liquidated damages or default termination to the extent delay or failure results from a Force Majeure event beyond its control, without its fault or negligence and not reasonably foreseeable. The Contractor shall promptly notify PSC and continue performance to the extent reasonably practicable.

7.14 Termination on Insolvency

PSC may terminate the Contract by written notice if the Contractor becomes bankrupt or otherwise insolvent, without prejudice to accrued rights and remedies.

7.15 Settlement of Disputes

Disputes shall first be addressed through mutual consultation. If unresolved within thirty (30) days, either party may give notice of arbitration. Arbitration shall be conducted, as far as applicable, under the Arbitration Act, 1940. Pending resolution, parties shall continue performance unless otherwise agreed and PSC shall pay undisputed amounts due.

7.16 Limitation of Liability

Except in cases of criminal negligence, wilful misconduct, infringement, loss of PSC stocks or obligations expressly stated in this Contract, neither party shall be liable for indirect or consequential loss. Any limitation shall not override specific recovery, indemnity, liquidated-damages or statutory liabilities in this Contract.

SECTION-8 - SPECIFIC TERMS AND CONDITIONS

8.1 Note of Caution to the Bidders and Participants

- (1) The validity of accepted rates / Bid Factors shall run from the date of award letter to 30.06.2027 and may be extended for a grace period of three months on the same Bid Factor, terms and conditions, including the transport HSD adjustment where applicable.
- (2) If a fresh contract for the next financial year has not been executed, any further extension beyond the three-month grace period shall be subject to applicable procurement rules, mutual written consent and approval of the Competent Authority.
- (3) Any change in POL / diesel price shall affect transportation payment only to the extent allowed by Annexure-1. No other upward rate revision is admissible.
- (4) Labour shall not use hooks for lifting, loading, unloading or stacking polypropylene bags. Loss caused by prohibited use of hooks shall be recoverable from the Contractor.
- (5) Transportation of seed stocks may be required throughout Punjab and to other provinces / parts of the country. Payment shall be made under the approved schedule/formula of the relevant transport lot.

8.2 Specific Conditions of the Tender

- i). This tender seeks transportation and labour rates for the specified and contingent tasks, assignments, operations and allied activities.
- ii). A separate lot-wise bid / price offer shall be submitted for each lot for which the bidder participates, using the applicable Schedule of Rates and Bid Factor mechanism.

8.3 Other Applicable Conditions of the Tender

- (1) A contractor may participate independently in any one or more lots for Labour Operations and/or Transportation Operations, subject to Section 5.4.
- (2) Transportation of seed from Rahim Yar Khan to Rajan Pur and vice versa will be via Kashmore & Chachran where legally permissible; payment shall be for the shortest approved route.
- (3) Transportation Contractors shall shift seed stock to and from PSC Centres to any location in the country as required under the relevant lot/work order.
- (4) Labour rates apply to tasks at Seed Processing Plants, Seed Farms, Marketing Centres and similar operations at farms of PSC Registered Growers where included in the lot/work order.
- (5) A bidder participating in more than one lot shall submit the prescribed separate lot-wise bid / price offer and Bid Security for each lot. The aggregate turnover requirement in Section 5.4 Part D shall apply.
- (6) Each page required by the Bidding Document and Schedule of Rates shall be completed, signed and stamped by the authorised signatory.
- (7) The signatory shall disclose authority. In a partnership, all partners shall sign or a valid Power of Attorney shall authorise the signatory; partners remain jointly and severally liable for the partnership's obligations.
- (8) The successful bidder shall deposit Performance Security online within seven (07) days of communication of acceptance. Failure may result in annulment of award and forfeiture of Bid Security.
- (9) Bid Security and Performance Security shall be digital only; securities from previous years shall not be adjusted.
- (10) Bid Security of unsuccessful bidders shall be released after completion of prescribed formalities. Bid Security of successful bidders shall be released after Performance Security is deposited.
- (11) The accepted Bid Factor shall not be enhanced during the contract period or the three-month grace period, except for the transport HSD adjustment expressly provided in Annexure-1.
- (12) Acceptance of a bid will be communicated in writing after completion of prescribed formalities and within bid validity. Any arrangements made before written acceptance are at the bidder's own risk.
- (13) A company or registered partnership / AOP shall attach authentic constitutional / registration documents, including the Memorandum and Articles of Association or Partnership Deed, as applicable. These documents shall establish that the bidder is the single legal entity required by Mandatory Requirement No. 8.
- (14) A sole proprietor shall attach evidence of sole-proprietorship status and applicable tax registrations. This evidence shall establish that the bidder is the single legal entity required by Mandatory Requirement No. 8.

- (15) Valid CNIC copies of the sole proprietor, all partners and the authorised signatory, as applicable, shall be attached.
- (16) For breach of Contract, PSC may rescind the Contract, forfeit security where lawful, complete the work at the Contractor's risk and cost and take other permissible action.
- (17) PSC may arrange transportation through rail, Government transport, PSC transport, growers' or dealers' transport where available. The Contractor shall have no claim for work not assigned to it.
- (18) The Contractor shall be responsible for loss, damage or shortage of PSC stocks from custody at origin until delivery and receipt at destination, subject to the enquiry and recovery mechanism stated in the Contract.
- (19) If requisite transport is not provided within 12 hours of receipt of a supply / dispatch order, PSC may arrange transport at the Contractor's risk and cost and make lawful recoveries.
- (20) The Contractor or authorised representative appointed under Annexure-8 shall record time of receipt of the work notice; the 12-hour period shall run from receipt.
- (21) If requisite labour is not provided within 12 hours of receipt of a work order, PSC may arrange the work at the Contractor's risk and cost. Persistent default may result in termination and other contractual action.
- (22) PSC may constitute a Local Risk & Cost Committee headed by the local senior officer/coordinator to arrange default work and determine recoverable risk-and-cost amounts, subject to the Contract and applicable law.
- (23) No advance payment shall ordinarily be allowed. Any payment against verified work already performed shall be processed only under applicable financial rules and authorised approvals.
- (24) The accepted Transport Bid Factor remains fixed. The only variable transport component is the symmetric HSD adjustment, added when positive and deducted when negative.
- (25) Transport payment shall be made on verified net tonnes / bag-rate equivalents and approved one-way kilometres.
- (26) All seed crops, packing material and other authorised commodities shall be transported as directed by the Contract Operating Officer.
- (27) Small packs and part loads may use an appropriate authorised vehicle; payment remains proportional to actual verified net tonnes, with no minimum truckload or empty-return entitlement.
- (28) Unloading of processed stocks received at a PSC Centre/Sales Point shall be the responsibility of the labour Contractor of that Centre, where included in the relevant lot/work order.
- (29) Centre-to-centre shifting, loading and unloading of unprocessed stocks shall be carried out by the Transport Contractor of the consigning/receiving Centre as specified in the work order.
- (30) Unloading at PSC dealers shall be the dealer's responsibility. Unloading at PSC Centres/Government Departments shall be as specified in the relevant Labour/Marketing work order.
- (31) Loading and transportation of processed seed stocks to PSC Centres and dealers shall be carried out as specified in the relevant Marketing/Transport work order.
- (32) Loading and transportation of Basic/Reserved Seed Stocks shifted between PSC Centres for multiplication shall be carried out by the relevant Procurement/Transport Contractor; unloading shall be by the receiving Centre's responsible contractor/work arrangement.
- (33) Loading and transportation of Basic/Reserved seed stock from PSC store to growers for multiplication shall be carried out as directed by PSC; unloading at grower destination shall be the grower's responsibility unless otherwise ordered.
- (34) Shifting of unprocessed seed stocks from PSC Sahiwal to other PSC Plants shall be carried out as allocated by PSC between the relevant awarded transport arrangements.
- (35) Shifting of unprocessed seed stocks stored outside plant premises shall be the responsibility of the relevant awarded contractor as specified in the work order.
- (36) Local shifting within a PSC Centre shall be performed under the applicable labour/processing operation in the relevant lot.
- (37) Shifting of cottonseed, lint bales, by-products and packing material from hired ginning factories to PSC Plants/Centres shall be performed under the applicable work order.
- (38) The Contractor shall provide adequate transport and sufficient labour for daily/shift-wise completion. Names, addresses, CNICs and other required particulars of labour shall be provided to the Contract Operating Officer.

- (39) The Contractor shall comply with the Factories Act, 1934 and other applicable labour legislation and shall be responsible for worker welfare and statutory obligations.
- (40) The Contractor is responsible for conduct of its workforce and shall indemnify PSC for loss caused by negligence, misconduct, theft, fire or unlawful activity attributable to the workforce. PSC may bar offending personnel from PSC premises.
- (41) The Contractor shall not engage a subcontractor, assign or transfer any contractual obligation to another person, firm or organisation. Vehicle lease/hire arrangements permitted under Section 5.4 Part C and Clauses 8.3(49)-(50) are not subcontracting where the awarded Contractor retains control and full responsibility.
- (42) Labour engaged by the Contractor shall not be treated as PSC employees.
- (43) The Contractor shall pay wages and statutory dues of its labour. PSC shall not be responsible for direct payment to labour except where required by law or ordered by a competent authority.
- (44) The Contractor shall pay all applicable fees, tolls and taxes arising from performance, subject to the tax treatment stated in this Bidding Document.
- (45) Disputes shall be dealt with under Clause 7.15 and the Contract Agreement.
- (46) Where a consignment is loaded or unloaded at multiple points under written authorisation, payable distance shall be the approved shortest applicable route.
- (47) PSC may manage loading, unloading and transport to dealers or from growers through its own arrangements, and the Contractor shall have no claim for unassigned work.
- (48) Transportation of stocks destined for other provinces shall be performed under the relevant Marketing/Transport work order.
- (49) The Transportation Contractor shall produce documentary evidence of trucks / long vehicles / tractor trolleys in its own name / firm name, or lawful control through valid lease / hire agreement, authorisation or the Annexure-9 specimen. The arrangement shall remain valid for the contract period.
- (50) Minimum fleet requirement: (a) Procurement and Marketing Operations at PSC Sahiwal, Khanewal and Rahim Yar Khan: at least 4 trucks or long vehicles or trolleys; (b) Procurement and Marketing Operations at all other Centres: at least 2 trucks or long vehicles or trolleys; (c) Seed Processing and Seed Farm Operations: at least 1 truck or long vehicle or trolley. The bidder shall identify the vehicles proposed for the relevant lot in Form TC-2 / supporting fleet list.
- (51) Misconduct, misappropriation, fraud, cheating, theft or defalcation during the Contract may lead to termination, security action and blacklisting proceedings in accordance with applicable law.
- (52) Blacklisting may be initiated for misconduct or contractual violations in accordance with applicable rules and due process.
- (53) Past performance shall be considered only to the extent captured by the objective documentary requirements and verification under Section 5.4. No separate subjective past-performance disqualification criterion shall be applied.
- (54) The Contractor shall provide Labour / Transport Operations at approved rates for any new Centre or Sub-Centre opened within the awarded lot/area where the work remains within the Contract scope.
- (55) If unprocessed stock is temporarily stored due to space constraints, the relevant Contractor shall shift it later to the PSC Plant at approved rates when ordered.
- (56) The Contract Award Letter shall be issued by PSC Head Office after fulfilment of award conditions including Performance Security.
- (57) The relevant awarded transport/labour arrangement shall apply to PSC farm produce movements within the scope of the lot/work order at the approved rates.
- (58) Where stitching machines are used by a Contractor, applicable repair/maintenance responsibility and recoveries shall be as specified by PSC for the relevant operation.
- (59) Excess payments due to excess distance claims or double payment shall be recoverable from the beneficiary.
- (60) PSC officers/officials responsible for verification, accounts and pre-audit remain accountable under applicable rules for excess payments attributable to their acts/omissions.
- (61) The relevant awarded Contractor shall shift unprocessed stock from a PSC Centre to another PSC Centre or Processing Plant where ordered within the Contract scope.

(62) Before release of security, the Contractor shall certify that all bills have been claimed and nothing remains receivable, subject to lawful reconciliation of any subsequently established claim.

(63) The Contractor shall not charge buyers / growers / dealers separately for loading where PSC is liable to pay the approved loading rate under this Contract.

(64) The bidder shall sign and stamp each page of the Tender Document and Bid Schedule as required by the e-procurement process.

Schedule of Bid Security and Performance Securities

Bid Security / Earnest Money: the amount for each lot is stated in the Tender Notice and shall be deposited online via PSID generated on Punjab e-Procurement System.

Lot	Description	Estimated Cost (Rs.)	Bid Security @2% (Rs.)
1	Transportation: Khanewal, Vehari, Multan, DG Khan & Bahawalpur	94,550,000	1,891,000
2	Transportation: Sahiwal & Bahawalnagar	60,600,000	1,212,000
3	Transportation: Piplan, Layyah & Bhakkar	31,650,000	633,000
4	Transportation: Rahim Yar Khan	42,450,000	849,000
5	Transportation: Gujranwala	15,450,000	309,000
6	Transportation: Jhang	8,500,000	170,000
7	Transportation: Bhalwal	5,400,000	108,000
8	Transportation: Fatehjang (Marketing)	6,950,000	139,000
9	Transportation: Lahore Store (Procurement & Marketing)	10,050,000	201,000
10	Labour: Khanewal, Vehari, Multan, DG Khan & Bahawalpur	52,350,000	1,047,000
11	Labour: Sahiwal & Bahawalnagar	33,550,000	671,000
12	Labour: Piplan, Layyah & Bhakkar	17,500,000	350,000
13	Labour: Rahim Yar Khan	23,500,000	470,000
14	Labour: Gujranwala	8,550,000	171,000
15	Labour: Jhang	4,700,000	94,000
16	Labour: Bhalwal	3,000,000	60,000
17	Labour: Fatehjang (Marketing)	3,850,000	77,000
18	Labour: Lahore Store (Procurement & Marketing)	5,550,000	111,000

Performance Security: 05% of the contract amount, to be deposited online via PSID generated on Punjab e-Procurement System, subject to applicable procurement rules.

ANNEXURE-1 - SCHEDULE OF TRANSPORT AND LABOUR OPERATIONS

1. Schedule of Transport Operations

1.1 Uniform transport base

PSC's base transport rate shall be Rs10.30 per tonne per approved one-way kilometre, applicable to procurement, processing and marketing movements under the relevant centre's transport lot. The rate applies to the entire approved distance.

1.2 Contractor's bid

The bidder shall quote one Transport Bid Factor for the entire lot: 1.00 means PSC base; 0.90 means 10% below PSC base; 1.10 means 10% above PSC base. The accepted factor shall remain fixed throughout the Contract.

1.3 Calculation of transport payment

Step A - Adjusted rate per tonne per kilometre = $(Rs10.30 \times \text{Accepted Bid Factor}) + [(\text{Dispatch-date HSD price} - Rs380.86) / 40]$.

Step B - Trip payment = Adjusted rate x Approved one-way kilometres x Verified net tonnes transported.

1.4 Diesel-price basis

The reference HSD price shall be Rs380.86 per litre. The dispatch-date HSD price shall be the official PSO HSD price effective at 00:00 on the gate-pass date, using the same price series as the reference. A diesel-price increase shall increase payment; a decrease shall reduce payment. The divisor 40 shall remain fixed. The diesel adjustment shall not be multiplied by the Contractor's Bid Factor, and no separate fuel surcharge shall be payable.

1.5 Worked example

For 12 tonnes transported over 315 km, an accepted Bid Factor of 1.00 and dispatch-date HSD of Rs372.03/litre:

Adjusted rate = $(10.30 \times 1.00) + [(372.03 - 380.86) / 40] = Rs10.07925$ per tonne per kilometre.

Trip payment = $10.07925 \times 315 \times 12 = Rs38,099.57$.

Intermediate calculations shall retain full precision; the final trip amount shall be rounded to two decimal places.

The Transport Bid Factor and resulting transport rates are inclusive of all applicable duties, levies, tolls and incidental charges, including statutory deductions / withholding taxes that PSC is required by law to deduct at source.

2. Schedule of Labour Operations

Note: Payment of labour will be on pro-rata basis as per the unit given in the schedule and accepted bid factor.

Cereal Crops

Sr. No.	Description	Working Unit	Scheduled Rate Per 50kg
1	Filling, stitching, tagging, marking, optional stacking and loading of seed bags from loose stocks from field, including packing in standard bags, weighment at electronic weighbridge in presence of PSC employee and marking through stencil or screen (one only).	100kg	20.0
2	Unloading of bags from trucks/trolleys within plant premises along with stacking (per 50kg). If bags are poured directly on intake/hopper, cutting and pouring is included instead of stacking.	50kg	8.0
3	Shifting unprocessed seed bags from store to feeding hopper/platform within plant/factory premises, unloading, cutting/pouring, bagging-scale operations, tagging/labelling, stitching, shifting processed stock and by-products, loading/unloading and stacking up to desired level (maximum 20 bags).	50kg	30.0
4	Hanging bags on weighing scale, filling, weighing, tagging/labelling, stitching, shifting processed stock and by-products, loading/unloading and stacking up to desired level (maximum 20 bags).	50kg	15.6
5(a)	Mechanical wet treatment with pesticides/insecticides & dye colour, drying, refilling, weighing, tagging, double stitching and stacking up to 10 bags, including related handling.	50kg	120.0
5(b)	Mechanical dry treatment with pesticides/insecticides, including filling of insecticide powder in dispenser, bagging, weighing, stitching, shifting and stacking up to 10 bags with loading/unloading.	50kg	100.0

Sr. No.	Description	Working Unit	Scheduled Rate Per 50kg
5(c)	Manual treatment with pesticides/insecticides, spreading for drying, heap making, refilling, bagging, weighing, stitching and stacking up to 12 bags.	50kg	239.9
6	Maize cob unloading, opening, spreading/pouring, sorting, drying, filling, stitching, shifting, shelling, grain filling, feeding/bagging operations, by-products handling and stacking up to 12 bags.	60kg	118.3
7	Shifting, cutting, shelling, grain filling, feeding/bagging operations, by-products handling and stacking up to 12 bags.	60kg	26.7
8	Hand picking fungus-affected grain from Hybrid Maize Seed.	60kg	104.0
9	Bagging-scale filling, weighing, tagging/labelling, stitching, shifting, loading/unloading and stacking within plant premises.	50kg	15.0
10	Un-stacking, shifting, removing contents, spreading, winnowing, drying, refilling, weighing, stitching, shifting and stacking including loading/unloading.	50kg	20.0
11	Stacking, unstacking or restacking bags within plant/factory premises, including bundle making and stacking of gunny, cloth and PP bags.	50kg	2.0
12	Loading, unloading, shifting and stacking empty jute, cloth and PP bag bales, jute twine bales and bag bundles within plant/factory premises.	50kg	15.1
13	Cleaning/grading empty gunny/cloth/PP bags in A, B, C & D grades, bundle making and shifting to stores including loading, unloading and stacking (25 gunny/cloth bags or 50 PP bags per bundle).	Per bundle	4.0
14	Loading and unloading of wooden and steel trestles.	50kg	6.7
15	Shifting, placing and air-tightening tarpaulin over seed stacks / packing material for fumigation, including uncovering, folding, shifting and stacking.	Per tarpaulin	39.0
16	Unloading and stacking of pesticides at plant site/stores.	50kg	8.0
17	Loading of cereals , seeds, crops in trollies / trucks / permitted vehicles	50kg	6.7
18	Unloading of cereals , seeds, crops in trollies / trucks / permitted vehicles with no stacking	50kg	6.7

Cotton Fuzzy

Sr. No.	Particulars	Working Unit	Scheduled Rate per 50kg
1	Filling and knotting cloth boras of seed cotton at grower field for procurement; weighing at electronic weighbridge; optional marking/defacing and loading.	80kg	62
2	Filling palli with seed cotton, hanging at weighing scale, loading in trolley (PSC Farms), unloading lint boras shifted from farms and stacking up to 5 boras.	80kg	75
3	Unloading bora from truck/trolley with stacking up to 6 boras.	80kg	34
4	Shifting bora, cutting/de-knotting on conveyor belt/heaps, spreading and feeding loose seed cotton within plant/factory premises.	80kg	41
5	Lint bale binding, cloth/hoop preparation, riveting/wrapping, weighing/marking, stitching bale ends, shifting from press and stacking.	Per bale	147
6	Shifting/spreading cottonseed for drying, cutting bags, drying, crowding, refilling, stitching and restacking.	40kg	14.7
7	Filling, weighing, stitching/bagging and shifting fuzzy cottonseed bags.	40kg pack	9.8
8	Unstacking/loading/unloading and shifting broken bales/lint boras, rebinding, wrapping, marking and restacking up to five bales.	Per bale	74

Sr. No.	Particulars	Working Unit	Scheduled Rate per 50kg
9	Shifting/restacking boras within factory premises including loading and unloading.	80kg	26
10	Unstacking, cutting, paltai/heap making, refilling, tagging, sealing/labelling, weighing, stitching and stacking; refilling fuzzy cottonseed from jute into cloth bags including all handling.	40kg	21

Acid Delinting Operations of Cotton Seed

Sr. No.	Description	Working Unit	Scheduled Rate per 50kg
1	Manual delinting of fuzzy cotton seed including transportation, unloading, delinting, drying/spreading on tarpaulin, filling into bags and shifting to grading point.	40kg	189.53
2	Shifting, filling, weighing, stitching, tagging and stacking up to 10 bags of delinted cottonseed without treatment.	40kg	11.45
3	Filling, weighing, stitching, tagging and stacking up to 10 bags treated with fungicide/insecticide.	40kg	12.71
4	Filling in bags/palli, shifting, spreading for drying, treatment, winnowing, heap making, refilling, weighing and bagging.	40kg	21.76
5	Refilling after paltai of delinted cottonseed from jute bags into cloth bags including filling, weighing, stitching, tagging, labelling, shifting and stacking up to 10 bags.	5kg	6.94

Potato

Sr. No.	Description	Unit	Scheduled Rate as per unit
1	Grading potatoes, filling, weighing, stitching, loading into trolley, unloading at Plant and stacking in cold store.	100kg	130.00
2	Grading seed potatoes, filling into 25kg bags, stitching, labelling, tagging and shifting to store.	25kg	32.50
3	Filling non-seed potatoes into 100kg bags and shifting to store.	100kg	104.00

UNDERTAKING BY THE BIDDER

1. I/We confirm that I/We have carefully read the entire Tender Document and agree to abide by its terms and conditions and applicable procurement rules.
2. I/We confirm that the operations offered conform to the requirements of the Tender Document and that any deviation has been fully disclosed in the bid.
3. I/We accept that failure to furnish required Bid Security or any mandatory document may result in rejection in accordance with the Tender Document.
4. I/We acknowledge that timely performance is of the essence and accept contractual recovery of liquidated damages and risk-and-cost amounts where lawfully imposed.
5. I/We certify that the rates quoted are not more than the rates charged by me/us from another public-sector agency for the same or materially comparable operations during the same financial year, subject to like-for-like scope and conditions.
6. I/We certify that I/We are not blacklisted by the procuring agency and that all information and documents submitted with the bid are true, complete and authentic.
7. I/We accept that PSC will evaluate and award the bid in accordance with the Bidding Document and applicable law, without prejudice to any statutory review or grievance right available under applicable procurement law.
8. I/We undertake to furnish Performance Security within the time and manner prescribed if the bid is accepted.
9. I/We agree to abide by the bid for the prescribed validity period and any extension consented to by me/us.
10. Pending execution of a formal Contract Agreement, the bid together with PSC's written acceptance / notification of award shall have the effect provided by applicable law and the Bidding Document.
11. I/We certify that I/We meet the eligibility criteria for the lot(s) bid for.
12. I/We solemnly affirm that the contents of this undertaking are true and that nothing material has been withheld.

Deponent / Bidder's Signature and Seal

Name: _____

Firm Name: _____

CNIC No.: _____

Date: _____

ANNEXURE-5 - AFFIDAVIT OF NON-BLACKLISTING AND CORRECTNESS OF INFORMATION

(On non-judicial stamp paper of the prescribed value)

I/We, _____, son/daughter of _____,
CNIC No. _____, being the sole proprietor / partner / authorised signatory of M/s
_____, do hereby solemnly affirm and declare that:

1. the bidder is not blacklisted / debarred by Punjab Seed Corporation on the bid submission date;
2. all information, statements, certificates and documents submitted with the bid are true, complete, genuine and not materially misleading;
3. No forged, fabricated or altered document has been submitted; and
4. I/We understand that any false, forged or materially misstated information may result in rejection of the bid, forfeiture of Bid Security and blacklisting / other action in accordance with the Bidding Document and applicable law.

DEPONENT

Signature: _____

Name: _____

Designation: _____

Date: _____

Verified on oath that the contents of this affidavit are true and correct to the best of my knowledge and belief and nothing material has been concealed.

SURETY BOND (SPECIMEN)

Know all persons by these presents that I, _____ son of _____ resident of _____ (hereinafter called the "Surety") bind myself and my successors to Punjab Seed Corporation for payment of Rs. 100,000/- (Rupees one hundred thousand only) if M/s _____ does not perform its part of the Contract as required by the Tender Documents and/or Letter of Acceptance, where such Surety Bond is specifically required by PSC.

PSC through the authorised Contract Operating Officer shall determine contractual non-performance subject to the review/appeal and dispute provisions of the Contract.

I/We shall pay the amount lawfully due under this Surety Bond on demand, failing which PSC may recover it through lawful means.

Surety / Contractor Signature and Seal: _____ Date: _____

ANNEXURE-8 - AUTHORITY LETTER (SPECIMEN)

(On Official Letterhead of the Contractor)

To
The Contract Operating Officer

Subject: LABOUR / TRANSPORT CONTRACT 2026-27 FOR LOT NO. _____ AT _____

I/We, _____, awarded the Labour / Transport Contract for Lot No. _____ at _____, hereby authorise Mr. _____

CNIC No. _____ to represent me/us for providing the contracted operations in accordance with the Contract.

He/She is authorised to receive work orders / demand notices and perform acts necessary for day-to-day execution of the Contract on my/our behalf. Any communication received by the authorised representative shall be deemed received by me/us.

Contractor's Signature and Seal

Name: _____

Firm Name: _____

CNIC No.: _____

Date: _____

ANNEXURE-9 - 3RD PARTY CARRIAGE TRANSPORT AGREEMENT (SPECIMEN)

(On Non-Judicial Stamp Paper of the prescribed value)

This agreement is made on _____ at _____ between Mr./M/s _____, CNIC/Registration No. _____ (hereinafter called the "Owner") and M/s _____, CNIC/Registration No. _____ (hereinafter called the "Contractor"), awarded the PSC Transportation Contract for Lot No. _____ for the period from _____ to 30.06.2027 together with any permitted extension.

1. The Owner places vehicle No. _____, type _____, capacity _____, at the lawful disposal and operational control of the Contractor for the Contract period for PSC transportation operations.
2. The Owner shall not cancel or withdraw the arrangement during the committed period except with PSC's prior written acknowledgment and only where the Contractor simultaneously provides an eligible replacement vehicle so that contractual capacity is not reduced.
3. The Contractor remains solely responsible to PSC for performance, custody of stocks, driver conduct, vehicle fitness, statutory dues and all contractual liabilities. This vehicle-hire arrangement does not create a subcontract with PSC.
4. Maintenance, repair, insurance and rent/payment obligations between Owner and Contractor shall be governed by this agreement and shall not affect PSC's rights under the Contract.
5. On expiry of this agreement the Contractor shall return the vehicle to the Owner subject to their private contractual rights.

Owner Signature: _____ Contractor Signature & Seal: _____
Vehicle Registration No.: _____ Date: _____

ANNEXURE-2 - CONTRACT AGREEMENT (SPECIMEN)

GENERAL CONDITIONS

This Agreement is made on this _____ day of _____ at _____ between Punjab Seed Corporation (PSC) (hereinafter called the "Corporation") and _____ (hereinafter called the "Contractor").

Whereas PSC invited bids for Labour & Transport Operations for handling, processing and transportation of raw and processed seed and related commodities at PSC Plants, Farms, Procurement and Marketing Centres, and PSC has accepted the Contractor's bid for Lot No. _____ at the accepted Bid Factor stated in the Letter of Acceptance.

1. Words and expressions in this Agreement shall have the meanings assigned in the Bidding Document.
2. The following documents form part of this Agreement: (a) Tender Notice / Invitation to Bids; (b) Bidding Document; (c) Bid Proforma; (d) Schedule of Base / Scheduled Rates and accepted Bid Factor; (e) undertakings and bidder forms; (f) Letter of Acceptance / Award; (g) work orders issued from time to time; (h) applicable procurement rules; and (i) this Contract Agreement.
3. In consideration of payments to be made by PSC, the Contractor covenants to carry out all awarded operations in accordance with the Contract.
4. PSC covenants to pay the Contractor for verified operations at the applicable rates/formula and in the manner prescribed by the Contract and applicable financial rules.
 - (1) I/We agree, on acceptance, to carry out the awarded labour / transport operations during the Contract period and any lawful extension.
 - (2) I/We shall render the operations at my/our expense, in the quantities, times, manner and places directed within the scope of the awarded lot.
 - (3) I/We shall deposit Performance Security in the prescribed online mode within seven days of acceptance, failing which Bid Security may be forfeited and award annulled in accordance with the Bidding Document.
 - (4) The Competent Authority may authorise officers to operate the Contract; I/We shall comply with lawful instructions issued within the Contract scope.
 - (5) Lawfully recoverable sums, fines, compensation and risk-and-cost amounts may be deducted from Security or amounts payable under this or other PSC contracts subject to applicable law.
 - (6) If Performance Security is lawfully drawn down, I/We shall restore it to the required level within the time directed by PSC.
 - (7) If I/We fail, neglect or delay to comply with a lawful requisition or otherwise fail to perform, PSC may arrange the work at my/our risk and cost without prejudice to other remedies.
 - (8) The Contract may be rescinded for fraud, corruption, serious default, insolvency or attempted assignment/subcontracting. No assignment or subcontracting of awarded work is permitted. Vehicle lease/hire arrangements expressly permitted by Section 5.4 Part C and Annexure-9 are not subcontracting where the awarded Contractor retains control and full responsibility.
 - (9) Upon rescission, PSC may forfeit Security to the extent lawfully permissible and/or arrange remaining work at the Contractor's risk and cost.
 - (10) PSC may recover lawful extra cost resulting from default from Security or amounts otherwise payable to the Contractor.
 - (11) The Contractor is responsible for loss, damage, shortage or depreciation of PSC stocks in its custody. Recovery shall be made in accordance with the enquiry and liability provisions of the Bidding Document.
 - (12) Any decision imposing recovery or rescission shall be subject to the review / dispute mechanisms provided in the Contract and applicable law.
 - (13) No advance payment shall be made for operations not yet performed.
 - (14) The Contractor is entitled to certification of operations actually rendered and accepted by PSC.
 - (15) The Contractor shall submit bills supported by prescribed vouchers / receipts at approved rates/formula. Fictitious claims may result in recovery, termination, blacklisting and other legal action.
 - (16) The Contractor shall obtain and preserve required receipts and promptly notify any difficulty in obtaining them.
 - (17) Any retrenchment / deduction from a bill may be contested through the prescribed PSC review mechanism and applicable law.

- (18) The Contractor acknowledges full familiarity with the conditions and circumstances of performance and shall not plead ignorance of the Contract.
- (19) PSC shall deduct income tax and other statutory deductions at source as required by law.
- (20) Dispute resolution shall be governed by Clause 7.15 and applicable law.
- (21) Refund of Performance Security shall be subject to permissible deductions, audit clearance and no-liability certification.
- (22) Death or legal incapacity of a sole proprietor shall have the effect provided by applicable law; partnership/company obligations shall continue through the legal entity and authorised representatives.
- (23) Any unresolved dispute shall be referred to the dispute-resolution process stated in Clause 7.15.
- (24) The Contractor is responsible for conduct of its workforce, drivers and representatives and shall indemnify PSC for loss caused by their unlawful or negligent acts.
- (25) The Contractor shall transport commodities procured from growers' fields where ordered and shall be paid under the approved transport formula.
- (26) Transport payment shall be based on the shortest approved route, except a verified officially diverted route approved by PSC due to emergency or closure.
- (27) Taxes shall be deducted and/or accounted for in accordance with applicable tax law and the tax-inclusive Bid Factor provisions.
- (28) The Contractor shall comply with all terms and conditions of this Contract.

Additional for Labour & Processing Operations

- (29) Labour indented by the Contract Operating Officer shall be supplied at the notified time and place.
- (30) No operation shall commence without a lawful work order. Any scope doubt shall be raised in writing before commencing work.
- (31) Labour assigned to continuing operations shall not be changed without permission where continuity is operationally required.
- (32) Adequate supervision and labour shall be provided to avoid delay and inconvenience.
- (33) Delay or inconvenience attributable to the Contractor may constitute breach and attract contractual remedies.
- (34) Workers supplied shall be fit and suitable for the assigned work; the Contractor shall comply with applicable labour and municipal regulations.
- (35) No compensation is payable for a cancelled labour demand where work has not commenced.
- (36) Working hours shall comply with applicable labour law; no clause in this Contract authorises hours beyond statutory limits.
- (37) The Contractor is liable for loss or damage caused by its fault or that of its labour, subject to contractual and legal determination.
- (38) No person below the lawful minimum employment age shall be employed; all deployment shall comply with applicable child-labour and employment law.
- (39) The Contractor shall maintain attendance and wage-payment records and produce them for lawful inspection by competent authorities.

Additional for Transport & Carriage Operations

- (40) Transport indented by the Contract Operating Officer shall be supplied at the notified time and place.
- (41) Vehicles shall be roadworthy and driven by suitably qualified adult drivers holding valid licences.
- (42) PSC shall not be liable for accidents attributable to the Contractor's vehicles or personnel, except to the extent liability cannot lawfully be excluded. The Contractor shall indemnify PSC against third-party claims arising from the Contractor's fault or operations.
- (43) The Contractor shall provide necessary ropes, planks, waterproof sheets and tarpaulins for safe carriage.
- (44) The Contractor shall carry PSC stores/stocks to destinations ordered within Contract scope.
- (45) PSC may use rail, Government/PSC transport, growers' or dealers' transport and the Contractor shall have no claim for unassigned work.
- (46) No payment shall be made for empty running to origin or empty return after delivery.

- (47) No extra payment shall be made for normal loading/unloading delays.
- (48) Authorised representatives shall be approved / notified to the Contract Operating Officer and competent to conduct contract business.
- (49) Stores/stocks shall be protected from rain and weather; preventable rain damage shall not constitute Force Majeure.
- (50) The Contractor remains responsible for loss, damage or shortage of PSC stocks in its custody subject to contractual enquiry and recovery provisions.
- (51) The Contractor remains responsible for conduct of its workers and drivers.
- (52) No compensation is payable for transport demand cancelled before the operation commences.
- (53) Where operationally necessary and lawful, one authorised PSC representative may accompany a vehicle without additional transport charge.
- (54) Distance shall be determined from the authoritative road-distance source adopted by PSC; where unavailable, PSC shall determine the shortest reasonable route based on verifiable mapping/road records.
- (55) The Contractor shall avoid demurrage / wharfage caused by its delay and shall bear such charges where attributable to its default.

Punjab Seed Corporation

Contractor

Signature: _____

Signature: _____

Name: _____

Name: _____

Date: _____

Date: _____

ANNEXURE-3 - BID PRICE OFFER

The bidder shall submit a separate Bid Price Offer for each lot bid for. The Financial Bid is inclusive of all applicable taxes including the statutory deductions / withholding taxes required by law.

Bidder Name: _____

Category: Transportation / Labour (strike out one)

Lot No.: _____

PSC Centre(s): _____

Bid Factor in figures: _____

Bid Factor in words: _____

For Transportation lots, the Bid Factor shall apply to the PSC base transport rate and the HSD adjustment shall be calculated separately in accordance with Annexure-1. For Labour lots, the Bid Factor shall apply uniformly to the scheduled labour rates in Annexure-1.

Examples: 1.00 = PSC base; 1.15 = 15% above PSC base; 0.95 = 5% below PSC base. A percentage-above entry shall not be accepted in the factor field.

In case of discrepancy between the Bid Factor stated in words and figures, the Bid Factor stated in words shall prevail.

Bidder's Signature and Seal

Name: _____

Firm Name: _____

Date: _____