

## Tender Notice

1. Azad Jammu and Kashmir Mineral Resources Department invites sealed bids on the open competitive basis for the procurement of following equipment/item.

Sr No	Item/Equipment with specification	Quantity
1	Portable XRF Analyzer with Integrated display embedded operating and analytical software, Relaxed Hand Grip strap for comfort and security, Easy Access Rail for on-the-go accessories Control, save and send with USB, Wi-Fi, Bluetooth. Analytical Method: Energy Dispersive X-ray Fluorescence Elements Measuring Range: Atomic Number From 12 To 92 [Magnesium (Mg) To Uranium (U)] Elements Analysis Limit: 40 Elements (Simultaneous) Measurement Range: ppm to 99.99% Detector: Premium SDD Detector or Fast-SDD Detector Detector Resolution: 128-140 ev Detection Limit: 1 to 500 ppm Detection Objective: Solid, Liquid, Powder Detection Time: 1 to 60 Seconds Excitation Source: Miniature X-Ray Tube(50KV/200UA) Tube power 4- 5 W Collimator Size: 4.0mm and 2.0mm Filter: 6 (Automatic Switching) Camera System: 500W Pixel High Resolution Camera Display Screen: 5-inch semi-reflecting And semi-transmitting LCD. Software & Calibration: a) Fundamental Parameter (FP) algorithms b) user-defined calibration c) certified reference material (CRM) support Build Quality & Stability: a) thermal stabilization b) drift correction c) industrial rugged certification	1 (One)

2. The procurement process shall be conducted in accordance with AJK PPRA Rules, 2017 following "Single Stage, Two envelop" Procedure.

Tenders should be addressed to the Senior Geologist Mineral Resources Department/Exploration Promotion Division (EPD), will be received **till 1200 Hrs.** on 18th May, 2026 and also opened on the same day at **12:30 Hrs.** by the Purchase Committee at Directorate Mineral Resources (EPD), near AIMS Hospital Ambore, Muzaffarabad.

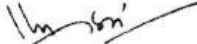
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3. The tender documents/specifications pertaining to equipment/items to be supplied can be obtained from the Office of the Senior Geologist, Mineral Resources Department Muzaffarabad on the submission of application on the original letter head of the firm on any working day during office hours or can be download from [www.ajkppra.gov.pk](http://www.ajkppra.gov.pk) up to the date mentioned above.

**1) Terms & Conditions:**

The following terms and conditions shall apply:

- i. Only registered firms/suppliers who are on Active Taxpayers list (ATL) of FBR/CBR Muzaffarabad Azad Kashmir are eligible to supply goods/services to Government Departments.
- ii. Each bid shall comprise a single sealed package containing two separate envelopes as under.
  - a. **Technical Proposal**
  - b. **Financial Proposal:**
- iii. Proposal should contain rates of respective items including all taxes/charges applicable in AJK/Pakistan whatsoever as per following format on the firm's letter head pad along with their financial proposal & earnest money @ 360000/- in the shape of CDR/Pay Order of any scheduled bank in favor of Director General, Mineral Resources Department, Muzaffarabad AJK. In case of non-acceptance of tenders, the earnest money will be refunded after finalization of the tenders.
- iv. Technical Proposals will be opened **at 12: 30 Hrs on 18<sup>th</sup> May, 2026** while Financial Proposals shall remain (in sealed form) in the custody of the Mineral Resources Department and would be opened in the presence of qualified bidders after receipt of the technical report by Technical Evaluation Committee.
- v. Successful bidder shall deposit 5% of the total value of stores in the form of "Performance Guarantee" in the name of the Director General Mineral Resources, Muzaffarabad AJK and sign the "Supply Contract" with Mineral Resource Department within 15 days of the issuance of the acceptance letter. Performance security will be retained till completion of the job.
- vi. The item shall be delivered on FOR basis at Mineral Resources Deptt. (Exploration Promotion Division) office near AIMS Hospital Ambore, Muzaffarabad, Azad Kashmir.
- vii. Rates quoted would be considered only if the same are in Pak Rupees and inclusive of all taxes/duties and inclusive of packing/freight charges till delivery at Mineral Resources/EPD office near Aims Hospital Ambor Muzaffarabad. The Rates shall be valid up to 60 days from the closing date of submission of the proposal.
- viii. Conditional tender/application will not be entertained.
- ix. Any bidder, contractor, supplier, or firm that has been blacklisted by any Government or Semi-Government organization shall not be eligible to participate in the bidding process. All taxes will be deducted as per existing AJ&K Government policy.
- x. Bid Evaluation Report (BER) and Award of Contract (AOC) will also be uploaded on AJK PPRA Website.
- xi. This advertisement is also available on official Website of AJK PPRA i.e. [www.ajkppra.gov.pk](http://www.ajkppra.gov.pk)

  
Senior Geologist/DDE  
Mineral Resources  
Office: 05822-921580

**MINERAL RESOURCES DEPARTMENT  
AZAD JAMMU & KASHMIR**

**Name of project**

**“PROVISION OF EQUIPMENTS FOR RESOURCE MAPPING &  
EXPLORATION MAP UPDATION IN AJ&K”**

**BIDDING DOCUMENT  
FOR PROCOURMENT OF ITEMS AND EQUIPMENT**

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Senior Geologist/DDE  
Mineral Resources  
Office: 05822-921580

## Table of Content

<b>Sr No</b>	<b>Descriptions</b>	<b>Page No</b>
1	<b>Invitation to Bid</b>	<b>5</b>
2	<b>Instruction to Bidder</b>	<b>5 to 6</b>
3	<b>General Terms and condition</b>	<b>6 to 11</b>
7	<b>Bid Evaluation Criteria</b>	<b>12 to 15</b>
5	<b>Specification</b>	<b>14</b>
6	<b>Form of Bid</b>	<b>15 to 16</b>
8	<b>Form of securities and Contract</b>	<b>16 to 22</b>
9	<b>Definitions</b>	<b>23</b>

## **Invitation to Bid**

- 1) Tenders are to be submitted in view of Sub Rule “b” of “Rule 36” of Azad Jammu & Kashmir Public Procurement Rules 2017,as:

“Single Stage-two Envelope Procedure”, described as under;

### **Single Stage-two Envelope Procedure:-**

The Bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;

(ii) the envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;

(iii) initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;

(iv) the envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the Procuring Agency without being opened;

## **2) INSTRUCTIONS FOR BIDDERS**

- i. The Bidders shall carefully examine the Bidding Documents, including all instructions, forms, terms, specifications and charts/drawings.
- ii. The Mineral Resources Department, Government of AJ&K, request Tenders / Bids in sealed envelopes as per information required in this document. The bidders should submit Financial Proposals and Technical Proposals in two separate envelopes packed in a single envelop.
- iii. The Technical Proposal should contain all the Bid items as specified in technical proposals form at Annexure “B”.
- iv. Bidders may obtain further information, if any, from the office of the Senior Geologist , Phone (05822-921580 / 05822-920161).
- v. Bids will be opened on the date, time and place as specified in Tender Notice in the presence of bidders or their authorized representatives.
- vi. Mineral Resources Department, Government of AJ&K will not be responsible for any costs or expenses incurred by Bidders in connection with the preparation or delivery of Bids.
- vii. Incomplete and delayed submitted bid documents shall not be entertained.
- viii. The firms shall arrange physical demonstration of the items at their own costs at the place specified by the Technical Evaluation Committee.
- ix. In accordance with the AJ&K Procurements of Goods, Works, and Services Rules 2017, purchasing entity has the right to accept or reject any or all Bids.
- x. All prices quoted must include all duties / taxes applicable i.e. Income Tax, Sales Tax or any other Tax imposed by government. If not specifically mentioned in the Quotation, then it will be presumed that the prices are included all the duties /taxes.
- xi. The bidder will submit an affidavit on Judicial Stamp Paper attested by Notary Public that the firm has never been blacklisted by any Government or Semi Government Department.
- xii. The bidder will submit a sworn statement on Judicial Stamp Paper to the effect that bid security @ Rs. 360000/- in the form of CDR should enclosed with the Financial Proposals.
- xiii. Every page of the tender document should be signed and stamped by the Bidders.

**A. Technical Proposal:**

- a. Proposal should comprise details of specifications, make, country etc. of items to be supplied on the firm's letter head pad along with catalogue & bidding documents for respective items.
- b. Bid should comprise an affidavit stating that company is not blacklisted and Earnest money @ Rs 360000/- in the shape of CDR/Pay Order shall attached with the financial proposal.

**B. Financial Proposal:**

- a. Proposal should contain rates of respective items including all taxes/charges applicable in AJK/Pakistan whatsoever as per following format on the firm's letter head pad along with their financial proposals and earnest money in the shape of CDR/Pay Orders of any scheduled bank in favor of the Director General, Mineral Resources Department, Muzaffarabad AJK. In case of non-acceptance of tenders, the earnest money will be refunded after finalization of the tenders.

**3) General Terms and Conditions:**

- a. Only registered firms/suppliers who are on Active Taxpayers List (ATL) of FBR/CBR are eligible.
- b. Each bid shall comprise a single sealed package containing two separate envelopes.
- c. No conditional offer shall be accepted
- d. Equipment should be according to specifications.
- e. Delivery must be according to specifications.
- f. Delivery must be before 20<sup>th</sup> June, 2026 after issuance of Supply Order.
- g. All taxes as in vogue in AJ&K will be deducted from the bill.
- h. Quantity may be increased or decreased as per AJKPPRA rules.
- i. The competent authority reserves the rights to accept/reject all the bids at any time prior to acceptance of bids as per procedure laid down in AJKPPRA Rules.

**1) Preparation of Bid:**

The bidder shall complete the bid as per quantity, price and other conditions mentioned in the bidding document.

**2) Bid Price:**

The bidder shall quote the final bid price of all items mentioned in Bidding Document.

**3) Bid Currencies:**

Price shall be quoted in Pak Rupees.

**4) Period of validity of bids:**

Bid shall remain valid up-to 60 days from date of opening of bids.

**5) Deadline for Submission of Bid:**

Bid must be received on or before the time mentioned in advertisement / tender notice & date.

**6) Late bids:**

Any bid received by bidders after the deadline fixed in the tender notice will be rejected and returned unopened to the Bidder.

This advertisement is also available on official Website of AJK PPRA ([www.ajkppra.gov.pk](http://www.ajkppra.gov.pk)).

**7) Earnest Money/Tender Security**

- Bid security in the shape of CDR / Bank Draft of Rs .360000/- in favor of Director General Mineral Resources should be submitted along with Financial Proposals. An affidavit to this effect must be enclosed with Technical Proposals.

- The tender submitted without depositing earnest money shall be rejected.

- The earnest money is refundable after finalization of the bid, in case of return of financial Bids un-opened to non-responsive bidders, on request after opening of financial Bids or when award/placement of purchase order is finalized. The Bidders will, however, have to apply for refund through a written request on their company/firm letter head addressed to Director General, Mineral Resources, AJ&K, Muzaffarabad.

**8) Validity of the proposal**

All proposals and prices shall remain valid up to 60 days from the closing date of submission of the proposals. However, responding organization is encouraged to state a longer period of validity for the proposal.

**9) Currency**

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

**10) Withholding Tax, Sales Tax and other Taxes**

The responding organization is hereby informed that the Government shall deduct tax at the rate prescribed under the Tax Laws applicable in AJ&K/ Pakistan, from all payments for services rendered by any responding organization who signs a contract with the Mineral Resources Department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government of AJ&K/Pakistan. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.

**11) Stamp Duty**

Stamp duty for contract documents shall be borne by responding organization/Bidder at the time of signing of contract.

**12) OEM Relationships &Warranties**

- Hardware equipment should have warranty, including parts and labor and license (if any).
- All Management Software provided should have warranties for one year against defects / bugs as well as updates.

- The responding organization (RO) to be an authorized Partner / reseller, of The Original Manufacturer.

### 13) Supply Capabilities

Responsive Organization should clearly indicate the duration of delivery of quoted item(s) specified in Bidding Document.

S#	Item	Action time	Response time (in Days)
1		Replacement	
		Repair	
		Re-configuration	
		Backup Replacement	

### 14) Compliance to Specification

The Responding Organization (RO) to provide information as per **(Specification)**. The RO may not propose any kind of refurbished item (s) in their Technical Proposals. The proposed items should be brand new.

### 15) Financial Capabilities

The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed Technical Proposal.

### 16) Liquidated Damages

a) It is of utmost importance that schedule to tender should be filled in very carefully and the instructions set forth above, thoroughly complied with, failing which, the offer will be ignored. In case of non-completion of supply within stipulated period, Security Deposit will be forfeited in favor of the Mineral Resources Department, Government of AJ&K, as stated at sub clause (b).

b) Liquidated damages of 3% per month of the total contract price will be deducted for delayed supply. The purchaser in that case also reserves the right to cancel the contract, forfeit the Performance Security and start procedure to Blacklist the firm.

### 17) Disqualification & Disbursement of Bidder

1. Purchaser shall disqualify Bidder / Contractor / Supplier or Firm if it finds at any stage of bidding process that the information provided by the Bidder is false / fake.

2. The purchaser may debar a Bidder / Contractor / Supplier or Firm from taking any further part in procurement proceedings or in future procurement proceedings in case the Bidder / Contractor / Supplier or Firm:-

- Forms part of a cartel with a view to dispirit fair competition in the Bidding process.
- Has failed to complete his earlier contract.
- Offers or attempts to offer inducement of any sort.

### **18) Blacklisting of Supplier/Contractor**

A Bidder / Contractor / Supplier or Firm shall be blacklisted or barred (Permanently or temporarily), by the Procuring Entity, from participating in procurement proceedings if:-

- i) It finds at any stage that the information submitted by Bidder / Contractor / Supplier or Firm is false / fake.
- ii) The information submitted by the lowest evaluated bidder was materially inaccurate or incomplete and the Bidder / Contractor / Supplier fails to remedy such deficiencies promptly.
- iii) It finds at any time that the bidder forms part of a cartel with a view to dispirit / discourage fair competition in the bidding process.
- iv) Fails to complete his earlier contract within stipulated time.
- v) Offer or attempts to offer inducement of any sort.
- vi) Lowest evaluated Bidder Fails to supply goods, works and services according to approved specification / sample within stipulated timeframe.

### **19) Procedure**

1. In event of any default, the Chairman Purchase Committee shall issue a Notice to the defaulter Bidder / Contractor / Supplier or Firm to fulfill the requirements of Contract within 07 days.
2. In case of non-compliance of the Notice issued as above, the Chairman Purchase Committee shall issue a Show-Cause Notice to the defaulter Bidder / Contractor / Supplier or Firm to explain his position within 07 days whatever the case maybe.
3. The Bidder / Contractor / Supplier or Firm will be provided an opportunity for personal hearing to explain/add anything in his defense.
4. If the firm fails to submit reply or the reply submitted was not found satisfactory by the Purchase Committee, proceeding against the Bidder / Contractor / Supplier or Firm shall be initiated and the Committee shall declare the Bidder / Contractor / Supplier or Firm as Blacklisted (Permanently OR Temporarily). Provided further, if the Bidder / Contractor / Supplier or Firm fails to submit its reply in due course of time, an ex-parte proceeding shall be initiated against the Bidder / Contractor /Supplier or Firm.

### **20) Delivery Time**

**20<sup>th</sup> June 2026 from** the date of issuance of Supply Order.

### **21) Mode of Payment**

All payment except Performance Security will be released after completion of supply and successful inspection / testing of Equipment by the Committee/endures.

### **22) Delivery**

Delivery of all items will be FOR basis at Mineral Resources Department / EPD near AIMS Hospital Ambor Muzaffarabad, AJ&K.

### **Tender Security/Performance Bond**

- The successful bidder will have to provide 5% of the total value of stores in the form of “Performance Guarantee”. The same will be returned on successful completion of the period mentioned in the contract.

### **23) Bid Submission /Evaluation**

- Date of opening of the Financial Proposals will be announced on the date of opening of bids. The proposal of only those bidders will be considered / opened which are declared technically qualified after Evaluation of Technical Bids and upon fulfilling all the conditions mentioned in the bidding documents. Further enquiry can be made from Senior Geologist, Office at Muzaffarabad (Ph # 05822-921580) during office time.
  - a. Technical Bids will be opened on the announced date in presence of bidders. Bids will be evaluated under said notified criteria in tender documents
  - b. Financial Bids of the declared technically qualified bidders will be opened on the notified date & time by the Purchase Committee in the presence of bidders. The technically rejected bid will be returned to bidders unopened.
  - c. Further inquiry /clarification can be made from Senior Geologist, Mineral Resources Department Muzaffarabad (Ph # 05822-921580).
  - d. Conditional Tenders / Bids will not be acceptable.
  - e. Mineral Resources Department reserves the right to increase or decrease the scope of work / number of items as per AJ&K PPRA Rules, 2017.

### **24) Contacting the Purchaser**

Any effort by a bidder to influence the Purchaser in the Purchaser’s decisions in respect of bid evaluation or contract award will result in the rejection of the bidder’s bid.

### **25) Affidavit for Black Listing:**

Affidavit that Firm has never been black listed will be provided by supplier attached as **Annexure F**.

### **26) Submission and address**

Technical & Financial proposals should be submitted by at the address given below:-  
**Mineral Resources Department/EPD Ambor near AIMS Hospital Muzaffarabad (Ph# 05822-921580).**

### **Rejection of Bid:**

(i) The technical proposals will be opened on the same day at 1230 Hrs. at the same days address. The Bid Security @ Rs 360000/- of the offer in shape of CDR shall be enclosed in the envelope marked “**FINANCIAL PROPOSAL**” without which the financial proposal shall not be considered and bid shall be rejected.

(ii) Proposals shall be dropped in the locked / sealed tender box specified for the purpose up to 1200 Hrs. **PROPOSALS RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**

### **(iii) Submission of Proposal**

The complete proposals should be submitted by the bidder on 12: 00 Hrs. on 18<sup>th</sup> May, 2026 **at Mineral Resources Department Muzaffarabad.** The format of submission of proposals is attached as Annexure-A and Annexure-B.

Please provide original brochures of all the offered items with the proposal. ***CNIC copies of Owner / Authorized person along with witness should be enclosed. (Please provide photocopies of relevant documents).***

### **(iv) Opening of Proposals**

The proposals submitted against this bid will be opened on date mentioned above at 1230 Hrs. in front of the **Purchase Committee** of Mineral Resources Department and in the presence of bidders.

### **27) Services after Supply:**

The supplier will provide the training to technical staff of MRD regarding handling and data processing with XRF.

## EVALUATION METHODOLOGY

### i. Initial examination to determine substantial responsiveness:

- i. The Departmental Purchase Committee shall carry out an initial examination of the tenders submitted in order to determine their substantial responsiveness.
- ii. The following factors shall reconsider: -
  - a) Whether the Bidder meets the eligibility criteria laid down in the tender documents.
  - b) Whether tender form has been duly signed.
  - c) Whether the tender is substantially responsive to requirements set out in the bidding documents including the testing of samples when and where required is opened.
- iii. Tender found to be substantially unresponsive on initial examination shall be rejected.

### ii. Evaluation and Comparison of Technical and Financial Bids

The evaluation will be performed assuming the Contract will be awarded to the Bidder whose bid found in accordance with evaluation criteria or most closely conforming to evaluation criteria and other conditions specified in the bidding documents and having lowest evaluated cost.

To conform the approved specifications, the evaluation criteria of Bids will be based on the technical expert's opinion, observation of Evaluation Committee and Terms / Condition set forth in the bidding documents, Tender Notice and Bid Form or as deemed appropriate by the Purchase Committee.

#### Knockout Clauses /Evaluation Criteria

The Technical and Financial Bids shall be evaluated on the basis of following parameters.

S.#	Headings	Marks	Evaluation Parameters
	<b>Technical Proposal</b>	100	
1	Hard Specification	5	Compliance of tender specifications supported with brochure
		10	Warrantee confirmation for one year
		5	List of technical service team
2	Financial Capabilities	20	Annual Turn Over/Bank Statement of the firm should be at least last one year
3	Business Credential	10	Copies of registration with (income tax, sales tax, incorporation certificate, chamber of commerce etc.
4	Supply Experience	10	Documented proof /copies of executed orders for at least worth Rs.2.0 million specifically for Geological equipment
5	Installation & Training Experience	10	Proof of executed installation & training of at least 6 customers /users for geological equipment specifically
6	Distributor certificate	10	Issued by foreign manufacturer /principal confirming the bidder is exclusive agent with confirmation of one year warranty service
7	After sale service	20	Training services will be provided to technical officers of MRD

### **iii. Scoring system of Technical and Financial Evaluation and Qualification Criteria**

Financial bids of firms who score at least 60% on the technical evaluation (as a whole) will be opened before the representatives who wish to attend the tender opening. Marks below 60% will be considered as disqualified and their financial proposals will be returned without opening. Tender shall be awarded only to a bidder qualified in accordance with the criteria set out in tender documents, whose bid has been determined to be responsive to the tender documents and who has offered the reasonable lowest price.

**The decision of this Committee will be binding on all concerned and will in no case be challengeable in any forum.**

### **iv. Information Required from the Bidders:**

#### **A: General**

1. Name of Bidder
2. No of Years in business in Pakistan
3. No of Offices located in Pakistan
4. Annual Turnovers (Million Rs.)
5. Value of projects in hand (details may be given)
6. Year of Incorporation
7. Status of the Bidder
  - Sole Proprietor
  - Partnership Firm
  - Private Limited Company
  - Public Limited Company
  - Entity registered/incorporated outside Pakistan (give details)
  - Other (please specify & give details)
8. Names of Owner/Partners/Chief Executive/Directors
9. Details of Registered Head Office (Address, Phone, Facsimile, Email and Website information)

### **vi. Purchaser's Right to Accept the Bid or Reject the Bid**

The Purchaser reserves the right to accept or reject the Bid in accordance with the AJ&K PPRA Rules, 2017 and to annul the bidding process at any time prior to award of Contract, without incurring any liability to the Bidder or any obligation to inform the Bidder of the grounds for the Purchaser's action.

### Equipment Detail and Specification

Sr No	Item/Equipment with specification	Qty
1	<p>Portable XRF Analyzer with Integrated display embedded operating and analytical software, Relaxed Hand Grip strap for comfort and security, Easy Access Rail for on-the-go accessories Control, save and send with USB, Wi-Fi, Bluetooth.</p> <p>Analytical Method: Energy Dispersive X-ray Fluorescence</p> <p>Elements Measuring Range: Atomic Number From 12 To 92 [Magnesium (Mg) To Uranium (U)]</p> <p>Elements Analysis Limit: 40 Elements (Simultaneous)</p> <p>Measurement Range: ppm to 99.99%</p> <p>Detector: Premium SDD Detector or Fast-SDD Detector</p> <p>Detector Resolution: 128-140 ev</p> <p>Detection Limit: 1 to 500 ppm</p> <p>Detection Objective: Solid, Liquid, Powder</p> <p>Detection Time: 1 to 60 Seconds</p> <p>Excitation Source: Miniature X-Ray Tube(50KV/200UA)</p> <p>Tube power 4- 5 W</p> <p>Collimator Size: 4.0mm and 2.0mm</p> <p>Filter: 6 (Automatic Switching)</p> <p>Camera System: 500W Pixel High Resolution Camera</p> <p>Display Screen: 5-inch semi-reflecting And semi-transmitting LCD.</p> <p>Software &amp; Calibration:</p> <ul style="list-style-type: none"> <li>a) Fundamental Parameter (FP) algorithms</li> <li>b) user-defined calibration</li> <li>c) certified reference material (CRM) support</li> </ul> <p>Build Quality &amp; Stability:</p> <ul style="list-style-type: none"> <li>a) thermal stabilization</li> <li>b) drift correction</li> <li>c) industrial rugged certification</li> </ul>	1 (one)

## Technical Proposal Form

Bidder's Profile		
Name		
official Address		
Telephone (no)		
Official Fax No		
GST Registration No		
Incom Tax Reg.NO		
Sr No	Equipment Specification	Supply During (in months)

**Note:** Please read carefully the whole document and provide all necessary details with proof of evidence.

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BIDDER

## Financial Proposal Form

<b>Bidder's Profile</b>					
Name					
official Address					
Telephone (no)					
Official Fax No					
GST Registration No					
Income Tax Reg. NO					
Sr. No.	Equipment Name	Quantity	Unit Price	Unit Price with GST	Total Cost (Rs)

**Note:** Earnest money will be equivalent to 2% of the total Bid cost. Only CDR / Bank Draft for earnest money will be acceptable in favor of Director General Mineral Resources.

\_\_\_\_\_  
BIDDER (Sign + Seal)

**BID FORM**

To:

Director General  
Mineral Resources  
Government of AJ&K  
Muzaffarabad.

Sir,

Having been examined the Bidding documents, the receipt of which is hereby duly acknowledged for the above Contract, we, the undersigned, offer to supply, deliver and test in conformity with the said bidding documents (Technical and Financial proposals are attached as **Annexure-A** and **Annexure-B** respectively) are submitted herewith separately as per your requirements. We undertake, if our Bid is accepted, to complete the supply in accordance with the delivery time mentioned in this tender documents.

If our Bid is accepted, we will provide the performance security in the sum equivalent to 05% percent of the Contract Price i.e., Rs ..... for the due performance of the Contract as per Bid Security Form.

Dated this the day of 2026

\_\_\_\_\_  
**Bidder Sign/Seal**

**Witness:**

**Signature** \_\_\_\_\_

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

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

**CNIC** \_\_\_\_\_

**Signature** \_\_\_\_\_

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

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

**CNIC** \_\_\_\_\_

**BID SECURITY FORM**

**WHEREAS** \_\_\_\_\_ (hereinafter called “**the Bidder**”) has submitted its Bid \_\_\_\_\_ dated for the purchase of “\_\_\_\_\_”, (hereinafter called “**the Bid**”). **KNOW ALL MEN** by these presents that We \_\_\_\_\_ (Name of Bank) of \_\_\_\_\_ (Name of Country) having our registered office at \_\_\_\_\_ (address of Bank) hereinafter called “the Bank”) are hereinafter called “the Purchaser”) in the sum of amount mentioned in CDR No. \_\_\_\_\_ Date: \_\_\_\_\_, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents. Sealed with the Common Seal of the Bank \_\_\_\_\_ this day of \_\_\_\_\_, 2026

**THE CONDITIONS** of this obligation are:

1. If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of Bid validity:
  - (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
  - (b) Fails or refuses to execute the Contract Form, when requested. We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to 90 days beyond the period of Bid validity, and any demand in respect thereof should reach the Bank not later than such date.

By \_\_\_\_\_

**Authorized Representative**

**Form of Contract**

**FORM OF CONTRACT /MRD/EPD /2025-26, DATED / /2026**

**FOR SUPPLY OF \_\_\_\_\_ Equipment \_\_\_\_\_ TO Mineral Resources Department**

This contract agreement is made and entered in to \_\_\_\_\_ on / /2026 BY AND

BETWEEN, the Governments of the AJ&K, through **Mineral Resources Department**

**(hereinafter referred as the “purchaser”)** which expression shall whenever the

context requires, include his successor-in-interest, representative and assignee of the First part and

M/S \_\_\_\_\_ which

expression shall whenever the context requires, include his successor-in-interest, representative and assignee of the second part.

Whereas the First party desirous to purchase as \_\_\_\_\_ per description, approved specification through legal, transparent and fair means in the interest of the Mineral Resources Department.

AND WHEREAS the Second party has the specialty in manufacturing and supply of the and \_\_\_\_\_ is a registered unit under the law of Pakistan having its registered office in Pakistan.

AND WHEREAS the First party invited tenders for supply of the \_\_\_\_\_ and the Second party, being a successful bidder has accepted the offer of the Government in lieu of the consideration mutually agreed and on such terms and condition as may be reflected in this agreement.

**NOW, THEREFORE, BOTH THE PARTIES HEREBY AGREED AS FOLLOWS:**

**1. Commencement, Duration and Extension:-**

This agreement shall come into force on the date on which both the parties sign the agreement.

This agreement shall be for supply of the duly \_\_\_\_\_ agreed during proceedings as per description and approved sample / specification. This agreement shall be valid for financial year 2025-26 or final execution of the agreement as the case may be.

**2. Agreement Price and Product Specification:-**

The agreement price for the current financial year 2026-22 and product particulars shall be as follows:-

Sr no	Description of item & specification	Qty	Rate per unit (PKR)	Unit Price With Gst	Total amount

### 3. Responsibility of the Government:-

The following are the responsibilities of the Government.

- a) Government shall place a demand for supply of \_\_\_\_\_ and shall make payment on delivery of the item after successful inspection by the inspection committee of the Government.
- b) Coordination with the Seller/Supplier and placing demand and payment.
- c) Government will be responsible for placing the demand list to the Supplier.

### 4. Responsibility of the Seller/Supplier:-

- a) Coordination with the Government in supply of the goods.
- b) Completion of the delivery will be before 20<sup>th</sup> Jun 2026
- c) Supplier will supply the store for Inspection by the Inspection Committee of the Government. Store will be accepted only after successful inspection by Inspection Committee of the Government. The Inspection Committee may acquire the services of a suitable testing facility if so required.
- d) Supplier will be responsible for depositing performance security @ 05% of the total contract value.
- e) Supplier will be responsible for removing the fault, repairing and replacing the defective store during warranty period of 01 Year.
- f) Supplier will be responsible for payment of Sale Tax, Income Tax and other duties imposed by the Government of AJK from time to time.
- g) Supplier will be responsible for payment of amount assessed by Government for damages suffered by Government due to violation of terms and condition of the contract.
- h) In case of delayed supply the procuring agency will be at liberty to impose liquidated damages @ 3% per month maximum up to 5% of the total contract price.

### 5. Applicable Law:-

The Government as well as the Seller/Supplier shall undertake to comply with all the relevant laws especially Procurement Laws for the time being in force.

### 6. Termination of Agreement:-

The Government may, at any time, upon giving the Seller/Supplier thirty (30) days prior written notice to terminate this agreement, in case supplier fails to deliver as per conditions of the contract.

Government can terminate the agreement when any change occur which, in the opinion of the Government, impair or vary significantly the terms and conditions of this agreement.

No negotiation with the lowest evaluated bidder so the bidder is bound to complete every term and condition of the contract.

**7. Notices:-**

Any notice given under the provisions of this agreement shall be in writing and if sent by registered mail, and shall be deemed to have been served on the following days i.e. date of posting, appropriately addressed. If notice is sent by telex or fax it shall be deemed to have been served when transmissions thereof to the appropriate telex or fax number sent out below has been received.

**8. Force Majeure:-**

The Parties shall not be responsible for any delay in fulfillment of the obligations under this Agreement due to circumstances of Force Majeure, such as acts of God, war, riots, civil commotion, strike, lock outs and other circumstances and disturbances, which are beyond the control of both the Parties. Any Party unable to fulfill the obligations under thi Agreement shall immediately within one week inform other Party of the beginning and discontinuation of such circumstances. In the case of fulfillment of the obligations, the time of limit shall be extended for a corresponding period of time.

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For and on behalf of Mineral Resources Department  
Project Manager/ Deputy Director

Supplier: \_\_\_\_\_  
Name : \_\_\_\_\_  
Designation : \_\_\_\_\_  
CNIC No \_\_\_\_\_

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WITNESS Mineral Resources

WITNESS by Supplier  
Name :  
Designation :  
CNIC No :

Undertaking Regarding Blacklisting

To  
Senior Geologist  
Subject: Provision Of Equipments For Resource  
Mapping & Exploration Map Up-dation In  
AJ&K

Department Of Mineral Resources Near AIMS hospital Ambore Muzaffarabad  
I/We/Ms/ hereby confirm and declare that I/We/M/S-----  
----- are neither blacklisted nor in conflict with government any-where  
in territory of the State of AJK, federal administrated areas or Islamic Republic of  
Pakistan for which we have Executed/undertaken the works/services during last  
five years.

Authorized Signature  
Date

## DEFINITIONS

In this Contract, the following terms shall be interpreted as indicated below:

- **“Bid”** means a Tender or an offer, in response to an invitation, by a person, Consultant, Firm, Company expressing his or its willingness to undertake a specified task at a price.
- **“Bidder”** means a person, consultant, firm, company or an organization who submits a Bid;
- **“Corrupt and fraudulent Practice”** includes the offering, giving, receiving or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process.
- **“Contractor”** means the individual or firm who’s Bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.
- **“Contract”** means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
- **“Commencement Date of the Contract”** means the date of signing of the Contract between the Purchaser and the Contractor.
- **“Contractor Price”** means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.
- **“Contractor Value”** means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportionable to the Software or Services in question.
- **“FOR”** means freight on road.
- **“Lowest Evaluated Bid”** means a Bid most closely conforming to the evaluation criteria and other conditions specified in the Bidding Document and having lowest evaluated cost.
- **“Purchaser”** means the Mineral Resources Department, Government of the Azad Jammu & Kashmir Muzaffarabad.
- **“RO”** means Responding Organization / Bidder Firm.
- **“Services”** means services, such as testing and other such obligations of the Contractor covered under the Contract.
- **“Works”** means all items to be provided and work to be done by the Contractor under the Contract.

The expressions used but not defined in these documents shall have the same meanings as are assigned to them in the AJ&K PPRA Rules 2017 of Goods.

