

Standard Bidding Document

HIRING OF PERFORMANCE-BASED SOLID WASTE MANAGEMENT SERVICES (Collection, Transportation & Safe Disposal of Municipal Solid Waste) for SECTOR-04 (R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.)
(Non-Consultancy Services)

National

Single Stage-Two Envelope



September 04, 2026

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PROCUREMENT NOTICE

PROCUREMENT OF NON-CONSULTANCY SERVICES

1. The **Walton Cantonment Board (RHQ Lahore)** has reserved Funds for the procurement planned for FY **2026-27**. The **Walton Cantonment Board (RHQ Lahore)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the **"HIRING OF PERFORMANCE-BASED SOLID WASTE MANAGEMENT SERVICES (Collection, Transportation & Safe Disposal of Municipal Solid Waste) for SECTOR-04 (R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.)"** with the reference of **"P110737"**
2. The **Walton Cantonment Board (RHQ Lahore)** invites Bids through **EPADS v2.0** from eligible Bidders registered on **EPADS v2.0** for provision of Non-Consultancy Services.
3. **Single Stage-Two Envelope** Procedure of Principal Method of Procurement (i.e. Open Competitive Bidding) will be used by adopting **Quality and Cost Based Selection (QCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, and Instructions issued by the Authority (from time to time).
4. All Bids must be accompanied by a Bid Security described in Bid Security Section in Bidding Document in the form of **Call at Deposit, Bank Guarantee** or Bid Securing Declaration on the prescribed format described.
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **<https://epads.gov.pk/opportunities/federal/procurements/110737>**.
6. The e-bids, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through **EPADS v2.0** on or before **Monday, September 21, 2026 03:00 PM**. E-bids will be opened on the same day at **Monday, September 21, 2026 03:30 PM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet registered on the new

version of **EPADS v2.0**, may register themselves on <https://vendors.epads.gov.pk/>.

A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>

7. In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and also available on **EPADS v2.0** as well as Authority's website at (www.ppra.org.pk).

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Instructions to Bidders

A. Introduction

1. Scope of Bids

1.1. The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids through **EPADS v2.0** for the provision of Non-Consultancy Services for as specified in the BDS and **in Section Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. **Single Stage-Two Envelope** procedure of the open competitive method shall be used. The successful Bidders will be expected to provide the services within the specified period and timeline(s) as stated in the **BDS**.

2. Source of Funds

2.1. Source of funds is referred in Clause-1 of Invitation for Bids.

3. Fraudulent & Corrupt Practices

3.1. As defined under Rule 2(1)(f) of the Public Procurement Rules, 2004.

4. Eligible Bidders

4.1. A bidder is eligible to participate in a procurement process if the bidder:

4.1.1. possesses or has access to the technical competence, financial resources, equipment and other physical facilities, personnel, managerial capability, experience and reputation necessary to complete the procurement contract;

4.1.2. has the legal capacity to enter into a procurement contract;

4.1.3. is not insolvent, in receivership, bankrupt or being wound up and its activities or affairs are not suspended or being administered under any Act, by a court or by a judicial officer;

4.1.4. is not the subject of legal proceedings for any of the matters mentioned in sub-rule (c);

4.1.5. has fulfilled or has made substantial arrangements satisfactory to the relevant authorities, to fulfil its obligations to pay taxes and social security (where applicable) other contributions of its employees; and

4.1.6. has not, or in the case of a company, its owners and beneficial owners, directors or officers have not, been convicted of a criminal offence related to:

4.1.6.1. its professional conduct; or

4.1.6.2. a bidder (or, in the case of a company, its key individuals such as owners, beneficial owners, directors, or officers) must not have engaged in any prohibited practice, such as fraud, corruption, collusion, or coercion, within the time period stated in the bidding documents, which can be up to three years before the start of the procurement process. Additionally, the bidder must not have been debarred (i.e., banned) from participating in public procurement processes in Pakistan or by any international organization or country. If they have, they are ineligible to participate in the current bidding.

4.2. The procuring agency may require a bidder participating in the procurement process to provide the prescribed documentary evidence or other information to satisfy itself that the bidder is qualified in accordance with the criteria in sub-clause (1).

4.3. A procuring agency shall set out in the bidding document all the criteria for qualification to be applied in accordance with sub-clause (1).

4.4. Except as permitted under the Ordinance, Rules and Regulations, the procuring agency shall not establish a criterion for eligibility of a bidder that:

4.4.1. discriminates against or among a bidder or against categories of bidders; or

4.4.2. is not required for the performance of the procurement contract; or

4.4.3. is not related to the avoidance or management of legal, reputational or economic risk to the procuring agency unless it is in the national interest to do so, and the criteria is set out in the bidding documents.

4.5. A procuring agency shall assess the eligibility of a bidder for participation in the procurement process against the criteria for qualification under sub-clause (1).

4.6. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the contract in accordance with the terms and conditions of the contract. The joint venture, consortium, or association shall nominate a lead member as nominated in the BDS,

4.7. who shall have the Authority to conduct all business for and on behalf of any and all the members of Joint venture, consortium, or association during the bidding process, and in case of award of contract, during the execution of the contract.

4.8. The appointment of the lead Member in the joint venture, consortium, or association shall be confirmed by submission of valid power of Attorney to the procuring agency.

4.9. Subject to the limits specified in the BDS, the procuring agency may allow bidders to participate in the form of a Joint Venture (JV). However, each party in the JV must individually meet the eligibility criteria specified in the BDS

4.10. No Bidder can be a sub-contractor while submitting a Bids individually or as a member of a joint venture in the same Bidding process.

5. Qualification of the Bidder

5.1. All Bidders shall provide in Section VI, Bid Forms, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.

B. Bidding Documents

6. Contents of Standard Bidding Document

6.1. The Services required, bidding procedure, and terms and conditions of the contract are prescribed in the bidding document. In addition to the Invitation for Bids, the bidding document which should be read in conjunction with any addendum issued by the Procuring Agency include:

Section I -Invitation to Bid

Section II Instructions to Bidders (ITB)

Section III Bid Data Sheet (BDS)

Section IV Eligible Countries

Section V Evaluation Criteria, Specifications, Schedule of Requirements, and Technical Specifications.

Section VI Bidding Forms

Section VII Fraudulent & Corrupt Practices

Section VIII - Material & Non-material deviation

Section IX General Conditions of Contract (GCC)

Section X Special Conditions of Contract (SCC)

Section XI Contract Forms

6.2. The Bidder is expected to examine all instructions, requirements, forms, terms and specifications in the bidding documents. Failure to furnish all the information required in the bidding document will be at the Service provider's risk and may result in the rejection of his bids.

7. Clarifications

7.1. Clarifications of the bidding documents may be requested in writing through EPADS v2.0 by any bidder up to three days prior to the deadline for the submission of bids.

The procuring agency shall respond promptly and in writing to any request by a bidder for clarification of the bidding documents and, in any event, no later than two days prior to the deadline for the submission of bids or proposals.

Responses to requests for clarification shall be communicated simultaneously and in writing to all bidders participating in the procurement proceedings.

No bidder shall be allowed to alter or modify his bid after the bids have been opened however, the procuring agency may seek and accept clarification to the bid that do not change the substance of the bid, through EPADS v2.0.

7.2. Procuring Agency's response will be uploaded on the EPADS v2.0, including a description of the inquiry.

7.3. Should the Procuring Agency deem it necessary to amend the bidding document as a result of a clarification, it shall do so following the procedure under **ITB 1.1.**

7.4. If indicated **in the BDS**, the bidder's designated representative is invited at the bidder's cost to attend a pre-bid meeting at the place, date and time mentioned **in the BDS**. During this pre-bid meeting, prospective bidder(s) may request clarification(s) regarding the schedule of requirements, the Evaluation Criteria or any other aspects of the bidding document.

7.5. Minutes of the pre-bid meeting, if applicable, including the text of the questions asked by bidders, and the responses given, together with any responses prepared after the meeting will be uploaded on EPADS v2.0. Any modification to the bidding document that may become necessary as a result of the pre-bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum.

7.6. To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its bid including breakdown of prices, through EPADS v2.0. Any clarification submitted by a bidder that is not in response to a request by the Procuring Agency shall not be considered.

No change in the prices or substance of the bid shall be sought, offered, or permitted.

The alteration or modification in the bid which in any way affect the following parameters will be considered as a change in the substance of a

bid:

- 7.6.1. evaluation & qualification criteria;
- 7.6.2. required scope of work or specifications;
- 7.6.3. all securities requirements;
- 7.6.4. tax requirements;
- 7.6.5. terms and conditions of bidding documents; and
- 7.6.6. change in the ranking of the bidders.

From the time of bid(s) opening to the time of contract award, if any bidder wishes to contact the procuring agency on any matter related to the bid, it should do so in writing or through electronic form that provides record of the content of communication.

8. Amendment of Bidding documents

8.1. Before the deadline for submission of bids, the procuring agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder or pre-bid meeting may modify the bidding documents by issuing addendum.

8.2. Any addendum issued including the notice of any extension of the deadline shall be part of the bidding document and shall be uploaded on EPADS v2.0 as well as Authority's website. The procuring agency shall promptly publish the addendum at the procuring agency's website indicated in the **BDS**:

Provided that the bidder who had either already submitted his bid, shall have the right to withdraw his already submitted bid and submit the revised bid, prior to the original or extended bid submission deadline.

8.3. To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of bids:

Provided that the Procuring Agency shall extend the deadline for submission of bids, if such an addendum is issued within last three (03) days of the bid submission deadline.

C. Preparation of Bids

9. Documents Constituting the Bids

9.1. The bids prepared by the bidders shall constitute the following components: -

9.1.1. Forms of bid and Bid Prices completed in accordance with ITB BDS, GCC and SCC;

9.1.2. Documentary evidence established in accordance with BDS that services to be provided by the bidder are eligible services, and conform to the bidding documents;

9.1.3. Documentary evidence established in accordance with BDS that the bidder is eligible and/or qualified for the subject bidding process;

9.1.4. Documentary evidence established, that the bidder has been authorized to provide the services;

9.1.5. Bid security or Bids Securing Declaration furnished in accordance with BDS; and

9.1.6. Any other document required in the BDS.

10. Documents Establishing Eligibility of the Services and Conformity to bidding documents

10.1. To establish the conformity of the Non-Consulting Services to the Bidding document, the bidder shall furnish as part of its bid the documentary evidence that services provided conform to the requirements.

10.2. Standards for the provision of the Non-Consulting Services are intended to be descriptive only and not restrictive.

11. Documents Establishing Eligibility and Qualification of the Bidder

11.1. Pursuant to BDS, the bidder shall furnish, as part of its bid, all those documents establishing the bidder's eligibility to participate in the bidding process and/or its qualification to perform the contract if its bid is accepted.

11.2. The documentary evidence of the bidder's eligibility to bids shall establish to the satisfaction of the procuring agency that the bidder, at the time of submission of its bid, is from an eligible country as defined in Section-IV titled as "Eligible Countries".

11.3. The documentary evidence of the bidder's qualifications to perform the contract if its bid is accepted shall establish to the satisfaction of procuring agency that:

11.3.1. the bidder has the financial, technical, and supply/production capability necessary to perform the Contract, meets the qualification criteria specified in BDS.

11.3.2. that the bidder meets the qualification criteria listed in the Bids Data Sheet.

12. Form of Bid

12.1. The bidder shall fill the Form of Bid furnished in the bidding documents. The Bid Forms must be completed without any alterations to its format and no substitute shall be accepted.

13. Bids Prices

13.1. The Bids Prices quoted by the bidder in the Forms of Bid and in the price schedule shall conform to the requirements specified or exclusively mentioned hereafter in the bidding document.

13.2. All items in the Schedule of Requirements must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced and neither explicitly mentioned, their prices shall be construed to be included in the prices of other items.

13.3. The Bid price to be quoted in the Forms of Bid shall be the total price of the bid, excluding any discounts offered.

13.4. The bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total bid price of the services, it proposes to provide under the contract.

13.5. Prices quoted by the bidder shall be fixed during the currency of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected, unless otherwise price adjustment is permissible under Conditions of the Contract. (May be reviewed)

14. Price Adjustment

14.1. Price adjustment shall not be applicable.

14.2. Procuring agency may increase the remuneration of the human resources involved in non-consultancy services on annual basis as per agreement.

14.3. Procuring agency shall incorporate the provisions to allow wage rate in compliance with Federal Government's minimum wage notification, subject to the applicability in that case.

15. Bids Currencies

15.1. Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS.

16. Bid Validity Period

16.1. Bid(s) shall remain valid for the period specified in the BDS after the bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of bid validity will be determined from the complementary bid securing instrument i.e. the expiry period of bid security or bid securing declaration as the case may be.

17. Bid Security or Bid Securing Declaration

17.1. Unless otherwise specified in the BDS, the bidder shall furnish as part of its bid, in the amount and currency specified in the BDS or Bid Securing Declaration on the format provided in Section VI (Bid Forms) The scanned copy of the Bids Security shall be uploaded in the EPADS v2.0 while submitting bid, whereas the original forms of Bid Security shall be submitted to the procuring agency before the bid submission deadline. The bidder who failed to submit the original bid security before the submission deadline shall be disqualified straightaway.

17.2. The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture.

17.3. The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in BDS, GCC and SCC are invoked.

17.4. Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible after the award of contract, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring Agency. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, whichever of the following that occurs earliest:

17.4.1. the expiry of the Bid Security;

17.4.2. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the bidding document;

17.4.3. the rejection by the Procuring Agency of all Bids;

17.4.4. the withdrawal of the Bid prior to the deadline for the submission of bids, unless the bidding document stipulate that no such withdrawal is permitted.

17.5. The Bid Security may be forfeited or the Bid Securing Declaration executed:

17.5.1. if a bidder:

17.5.1.1. withdraws its bid during the period of bid validity as specified by the Procuring Agency, and referred by the bidder in the Forms of Bid, except as provided for in the ITBs; or

17.5.1.2. does not accept the correction of errors, or

17.5.2. in the case of a successful bidder fails:

17.5.2.1. **to sign the contract in accordance with SCC; or**

17.5.2.2. **to furnish Performance Guarantee in accordance with BDS and SCC.**

17.6. The bid security shall be valid for a period specified in BDS. Bids with shorter bid security validity period shall be rejected straight away.

18. Alternative Bids by Bidders

18.1. Alternatives will not be considered, unless specifically allowed for in the BDS.

18.2. When alternative times for completion are explicitly invited, a statement to that effect will be included in the BDS and the method of evaluating different time schedules will be described in Evaluation and Qualification Criteria.

19. Withdrawal, Substitution, and Modification of Bids

19.1. Before Bids submission deadline, any bidder may withdraw, substitute, or modify his bid after it has been submitted.

20. Format and Signing of Bids

20.1. The bidder shall prepare and submit his bid with due diligence after carefully reading all the terms and conditions before submission through

EPADS v2.0.

20.2. Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person(s) signing the forms of bid.

D. Submission of Bids

21. **Submission of Bids through EPADS v2.0 before Dead deadline**

21.1. The Technical and Financial Bids as the case may be, shall be submitted in the due portion of the EPADS v2.0, before bid submission deadline. The bid submission option shall be automatically disabled once the deadline is over.

21.2. The Procuring Agency may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents. In such a case, all rights and obligations of the Procuring Agency and the Bidders that were previously subject to the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

22. **Opening & Evaluation of Bids by the Procurement Cell/Evaluation Committee**

22.1. The Procuring Agencies to constitute odd number Bid Evaluation Committee for the purpose of bid opening and evaluation of all procurements. As per Rules 29 & 30 of Public Procurement Rules, 2004, The Procuring Agency is required to establish a Procurement Cell/Evaluation Committee which shall Evaluate the Bids in accordance with the evaluation criteria, terms and conditions given in the bidding documents.

23. **Opening of Bids**

23.1. The Bid Evaluation Committee of the Procuring Agency will open all bids through EPADS, in the presence of bidders' or their representatives who

choose to attend, and other parties with a legitimate interest in the bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign attendance sheet as proof of their attendance.

23.2. The bids shall be opened one at a time, and the following read out and recorded: (a) the name of the bidder; (c) the presence of a bid security, if required; and (d) any other details as the procuring agency may consider appropriate.

23.3. No bid will be rejected at the time of bid opening except for bids whose bid security has not been provided to the procuring agency before submission deadline.

23.4. The procuring agency shall prepare minutes of the bid opening. The record of the bid opening shall include, as a minimum: the name of the bidder and the bid price, if applicable.

24. Confidentiality

24.1. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other person(s) not officially concerned with such process, until the time of the announcement of the respective evaluation report.

24.2. Any effort by a bidder to influence the procuring agency processing of bids or award decision may result in the rejection of his bid.

25. Preliminary Examination of Bids

25.1. Prior to the detailed evaluation of bids, the procuring agency will determine whether each bid:

25.1.1. meets the eligibility criteria defined in **BDS**;

25.1.2. has been prepared as per the format and contents defined by the procuring agency in the bidding document;

25.1.3. is accompanied by the required securities; and

25.1.4. is substantially responsive to the requirements of the bidding document.

25.2. The procuring agency will confirm that the documents and information specified under **BDS, GCC and SCC** have been provided in the bids. If any of these documents or information is missing, or is not provided in accordance with the Instructions to Bidders, the bids shall be rejected.

25.3. If a bid is not substantially responsive, it will be rejected by the procuring agency and may not subsequently be evaluated for complete technical responsiveness.

26. Examination of Terms and Conditions, Technical Evaluation

26.1. The procuring agency shall evaluate the technical aspects of the bids submitted in accordance with **BDS**, to confirm that all requirements specified in **Evaluation Criteria, Technical Specifications and Schedule of Requirements**, prescribed in the bidding document have been met without material deviation or reservation.

26.2. If after the examination of the terms and conditions and the technical evaluation, the procuring agency determines that the bid is not substantially responsive in accordance with BDS, it shall reject the bids.

27. Correction of Errors

27.1. Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

27.1.1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the procuring agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

27.1.2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and

27.1.3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

27.1.4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Forms of bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2. The amount stated in the bid will be adjusted by the procuring agency in accordance with the above procedure for the correction of errors and, with the concurrence of the bidder that shall be considered as binding upon the bidder. If the Bidder does not accept the corrected amount, his bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed.

28. Conversion to Single Currency

28.1. As per Rule 30 of Public Procurement Rules, 2004.

29. Evaluation of Bids

29.1. The procuring agency shall evaluate bids in accordance with Rule 30 of Public Procurement Rules, 2004 and compare only those bids determined to be substantially responsive.

29.2. In evaluating the Technical Bids of each Bidder, the Procuring Agency shall apply the evaluation criteria and methodologies specified in the Bid Data Sheet (BDS) and in accordance with the Statement of Requirements and Technical Specifications. No other evaluation criteria or methodologies shall be permitted.

29.3. In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS. However, in no case the rates shall be higher than the original financial bids.

29.4. The Procuring agency evaluation of a bid will take into account:

29.4.1. the bid price, excluding provisional sums and the provision, if any, for contingencies in the summary bill of quantities, but including day work items, where priced competitively;

29.4.2. price adjustment for correction of arithmetic errors in accordance with **ITB 6**;

29.5. converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with **ITB 7**;

29.6. The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.

29.7. If these bidding documents allow bidders to quote separate prices for different lots, and the award to a successful bidder of multiple lots, the methodology of evaluation to determine the lowest evaluated lot combinations in the Form of Bid, is specified in the **BDS**.

30. Determination of Most Advantageous Bids

30.1. Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the **BDS** or prescribed in the separate section titled as Evaluation Criteria.

31. Abnormally Low Financial Bids

31.1. Procuring agency may reject a bid if it has determined that the price, in combination with other constituent elements of the bid, is abnormally low in relation to the subject matter of the procurement, such that it raises material concerns on the part of the procuring agency, as to the ability of the bidder to perform the procurement contract satisfactorily for the offered price.

A procuring agency shall not reject a bid as abnormally low under sub-clause (1) above unless the procuring agency -

31.1.1. requested in writing through EPADS from the bidder a written clarification of his bid, including a detailed price analysis of his bid price in relation to the subject matter of the procurement contract, scope, methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document; and

31.1.2. having taken account, the information provided by the bidder in response to a request under paragraph (a) and the information included in the bid, the procuring agency determines that the bidder has failed to demonstrate its ability to perform the procurement contract satisfactorily for the offered price.

The procuring agency shall promptly communicate to the bidder concerned its decision to reject the bid, including the reasons for the decision.

32. Rejection of Bids

32.1. As per Rule 33 of the Public Procurement Rules, 2004

33. Single Responsive Bid

33.1. The procuring agency may consider single responsive bid subject to underlying conditions of Rule 38(b) of the Public Procurement Rules, 2004.

34. Arbitration

34.1. As per Rule 49 of Public Procurement Rules, 2004.

F. Award of Contract

43. Criteria of Award

43.1. The procuring agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding document and who has been declared as most advantageous Bid.

44. Procuring Agency's Right to reject All Bids

44.1. The procuring agency reserves the right to reject all the Bids and to annul the procurement process at any time prior to acceptance of the bid(s), without thereby incurring any liability to the affected bidder(s).

44.2. Notice of the rejection of all bids shall be given promptly to all bidders that have submitted the bids. The procuring agency shall upon request communicate to any bidder the grounds for the rejection of his bid, but is not required to justify those grounds.

45. Notification of Award

45.1. Prior to the award of contract, the procuring agency shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids.

45.2. Bidder whose bid has been accepted, will be notified for the award by the Procuring Agency prior to expiration of the Bid Validity period through EPADS. The Letter of Acceptance will state the sum that the procuring agency will pay the successful bidder in consideration for the execution of the scope of works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price").

45.3. The notification of award will constitute the formation of the Contract, subject to the condition that bidder furnish the Performance Guarantee and signing of the contract.

46. Signing of Contract

46.1. Promptly after notification of award, Procuring Agency shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract. The successful bidder and the procuring agency shall sign the contract.

47. Performance Guarantee

47.1. After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring Agency a Performance Guarantee in the amount and in the form stipulated in the **BDS**

and SCC, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.

47.2. Failure of the successful bidder to comply with the requirement of **BDS, SCC and GCC** shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the procuring agency may make the award to the next ranked bidder or call for new bids.

48. Corrupt & Fraudulent Practices

48.1. Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

G. Grievance Redressal & Complaint Review Mechanism

53. Constitution of Grievance Redressal

53.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of an odd number of persons with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee.

54. GRC Procedure

54.1. Any aggrieved party or bidder as the case may be, may file grievance in accordance with Rule 48 of the Public Procurement Rules, 2004 and Redressal of Grievance Regulations, 2022

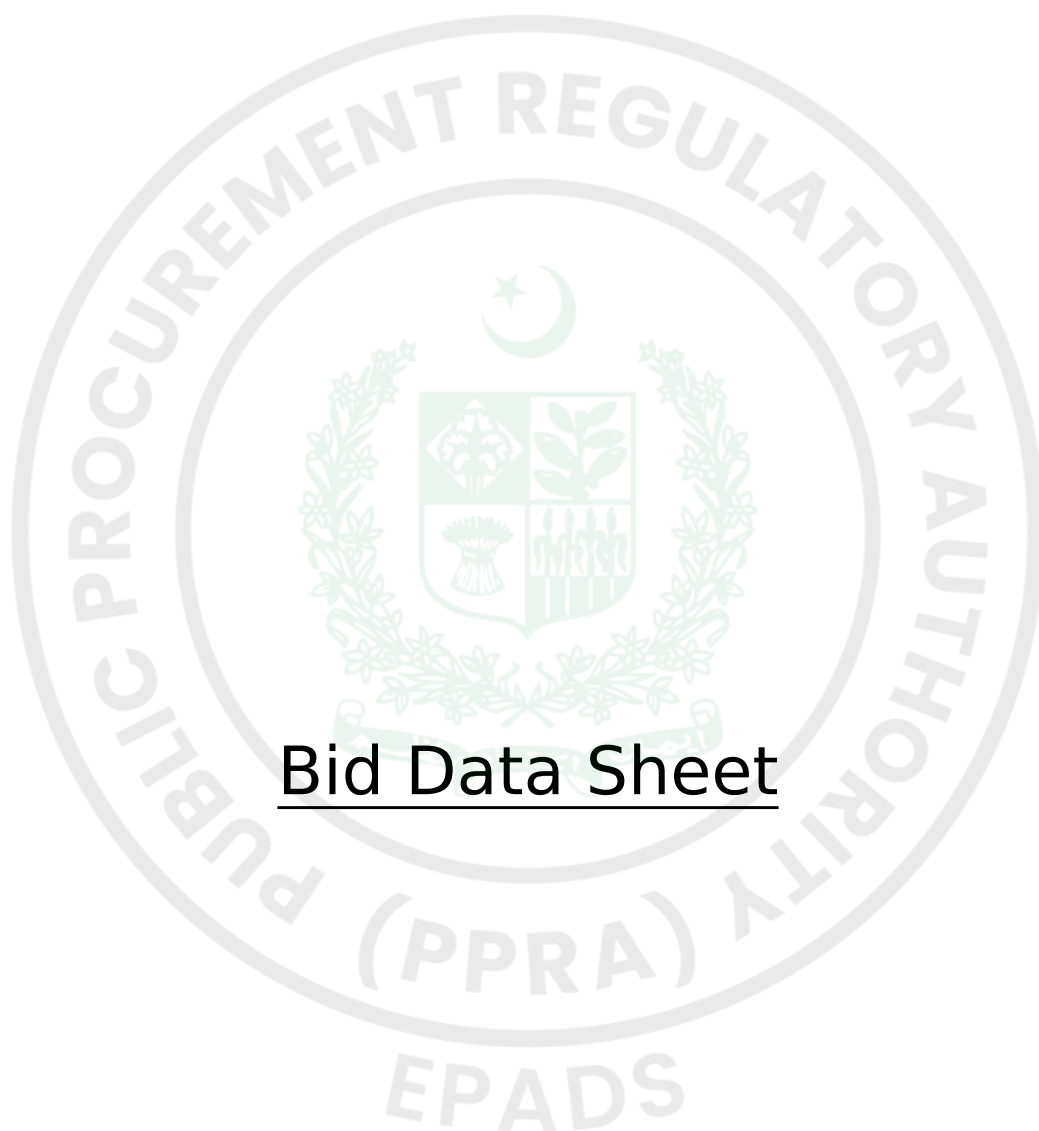
H. Blacklisting/ Debarment

55. Procedure for Blacklisting/Debarment

55.1. The procuring agency may initiate blacklisting proceedings against contractor/supplier in accordance with Rule-19 of the Public Procurement

Rules, 2004 , Mechanism for Blacklisting, Debarment Regulations, 2024 and Regulation on “procedure for filling and disposal of review petition under rule-19(3) of the Public Procurement Rules, 2004.





Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Non-Consultancy Services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number

ITB Number

Amendments of, and Supplements to, Clauses in the Instruction to Bidders

A. Introduction

BDS Clause Number 1

Name of Procuring Agency: **Walton Cantonment Board (RHQ Lahore)**

The subject of procurement is: **HIRING OF PERFORMANCE-BASED SOLID WASTE MANAGEMENT SERVICES (Collection, Transportation & Safe Disposal of Municipal Solid Waste) for SECTOR-04 (R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.)**

Expected commencement date: **Monday, November 16, 2026**

BDS Clause Number 2

Financial year for the operations of the Procuring Agency: **2026-27**

Name and identification number of the Contract: **P110737**

BDS Clause Number 3

JV/Consortium or Association Allowed: **Yes**

Number of JV/Consortium Members: **3**

B. Bidding Documents

BDS Clause Number 4

The Bidders may seek clarifications through **EPADS v2.0**: Clarification Date:
Thursday, September 17, 2026
Pre-Bid Meeting: Thursday, September 10, 2026 11:00 AM
Venue: WCB OFFICE Ahmed Bukhsh Road, R.A Bazar

BDS Clause Number 5

Any addendum, in case issued, shall be published on **Walton Cantonment Board (RHQ Lahore)** website and on **EPADS v2.0**.

BDS Clause Number 6

List of documents required along with the bid:

1. Non litigation and non blacklisting affidavit

BDS Clause Number 7

The qualification criteria to establish the supply / production capability of the bidder.

see Eligibility Criteria

BDS Clause Number 8

Services and Their related documents:

See section Required Services and Scope of Work

BDS Clause Number 9

Price schedule will be provided according to the format defined and acquired.
see section price schedule.

BDS Clause Number 10

Specifications:

see section of specifications.

C. Preparation of Bids

BDS Clause Number 11

The price shall be **Fixed**.

BDS Clause Number 12

Currency of the Bids shall be : **PKR**

BDS Clause Number 13

The Bids/Bid Validity period shall be: **180 Days**

BDS Clause Number 14

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**

The Bid Security shall be in the form of: **Call at Deposit, Bank Guarantee**

BDS Clause Number 15

The Bids security shall be valid for twenty-eight (28) days beyond the expiry of the Bids validity period specified in the bidding documents, for example the bid validity is 90 days so the bid security shall be valid for $90+28 = 118$ days.

BDS Clause Number 16

Alternative Bids to the requirements of the bidding documents will not be permitted.

D. Submission of Bids

BDS Clause Number 17

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab (Province).

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Monday, September 21, 2026 03:00 PM**

E. Opening and Evaluation of Bids

BDS Clause Number 18

The Bids opening shall take place on **EPADS v2.0**.

Day : **Monday**

Date: **Monday, September 21, 2026**

Time : **03:30 PM**

BDS Clause Number 19

Selection technique adopted will be: **Quality and Cost Based Selection (QCBS)**

see Evaluation Criteria

F. Award of Contract

BDS Clause Number 20

The Performance guarantee shall: **0%**.

The Performance Guarantee shall be acceptable in the form of: **Nil**

21.

51.1

Arbitrator shall be appointed by mutual consent of the both parties.

G. Review of Procurement Decisions

BDS Clause Number 22

Grievance against this procurement shall be submitted online on EPADS v2.0.

Eligibility Criteria

Bidder's Type	Required Registration
Individual / Individual Consultant	NADRA CITIZENSHIP (CNIC/NICOP)
Sole Proprietorship	FBR (NTN)
Partnership Firm	
Company (Private Limited)	

Eligibility Criteria	Document
Experience managing minimum 200 workers	Yes
No Litigation and Non-blacklisting affidavit	Yes
Site visit certification/Declaration	Yes
Minimum 3 years' solid waste management experience of similar nature and capacity	Yes

Evaluation Criteria

Quality and Cost Based Selection (QCBS)

Weightage

Technical Evaluation %	Financial Evaluation %
60	40

Technical Marks	60
Passing Marks	42

EXPERIENCE/ANNUAL BILLING	
Annual Billing in Similar Nature Contracts (Quantitative)(Doc Required)	10
PKR 100 million or above (10)	
More than 75 million less than 100 million (8)	
More than 60 million less than 75 million (6)	
More than 50 million less than 60 million (4)	
FLEET & RESOURCE PLAN	
Adequacy of proposed fleet vs sector data (contractor has to perform the site survey and propose the adequate fleet required for the smooth solid waste management operations in the mentioned Area) (Qualitative)(Doc Required)	10

Compliance with minimum technical specifications (Model $\geq$ 2021) (All proposed fleet should have Model $\geq$ 2021) (Qualitative)(Doc Required)	5
Backup fleet & contingency arrangements (Qualitative)(Doc Required)	3
Preventive maintenance & workshop plan (Qualitative)(Doc Required)	2
METHODOLOGY & OPERATIONAL STRATEGY	
Operational workflow clarity (from collection to Dumping) (Qualitative)(Doc Required)	5
Sector-wise deployment plan (of Manpower and Machinery) (Qualitative)(Doc Required)	4
Waste handling & disposal strategy (from collection to Disposal) (Qualitative)(Doc Required)	3
Health, Safety & Environmental compliance plan (Qualitative)(Doc Required)	3
MANPOWER PLAN	
Adequacy of workforce allocation (contractor has to perform the site survey and propose the adequate workforce required for the smooth solid waste management operations in the mentioned Area) (Qualitative)(Doc Required)	2
Supervisory structure & hierarchy (Qualitative)(Doc Required)	1
Attendance monitoring mechanism (Qualitative)(Doc Required)	1
Staff training & safety provisions (Qualitative)(Doc Required)	1
ROUTE PLAN	
Logical route optimization (Qualitative)(Doc Required)	2
Coverage of all rubbish points (Qualitative)(Doc Required)	1
Defined frequency schedule (Qualitative)(Doc Required)	1
Integration with disposal site (Qualitative)(Doc Required)	1

MONITORING & COMPLAINT REDRESSAL SYSTEM	
Complaint registration system (Qualitative)(Doc Required)	1
Response time commitment (12-24 hrs.) (Qualitative)(Doc Required)	1
GPS / Digital tracking mechanism (Qualitative)(Doc Required)	1
Reporting format to WCB (Qualitative)(Doc Required)	1
Internal KPI monitoring system (Qualitative)(Doc Required)	1



Required Services

Positions Without Lots :

Position	Delivery Schedule	Quantity	Bid Security
SECTOR-04 (R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.)	Address: Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab (Province). Schedule: 27 Days Quantity: 1/job	1/job	1096080 PKR

Related Services :

No



Services Specifications

Positions Without Lots :

Position: SECTOR-04 (R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.)

Specifications / Requirements:

• Door-to-door collection of municipal solid waste • Transportation to designated disposal site • Cleaning of roads, streets & commercial areas • Commercial areas to be cleaned twice a day • Cleaning of nullahs & open areas • Removal of horticulture waste, debris & dead animals • Maintenance of rubbish points • Complaint resolution services • Provision of all equipment, machinery, fuel, labor, accessories and operational costs. • Provision of necessary manpower and machinery fleet as per requirement on special occasions like Eids, Moharram and other festivals / visit of VVIP's / VIP's and when so desired by the CEO, WCB for any administrative reason. • All services shall be provided strictly under performance-based model • This contract is valid for this financial year and can be extended as per Board Decision

Scope of Work

- Door-to-door collection of municipal solid waste
- Transportation to designated disposal site
- Cleaning of roads, streets & commercial areas
- Commercial areas to be cleaned twice a day
- Cleaning of nullahs & open areas
- Removal of horticulture waste, debris & dead animals
- Maintenance of rubbish points
- Complaint resolution services
- Provision of all equipment, machinery, fuel, labor, accessories and operational costs.
- Provision of necessary manpower and machinery fleet as per requirement on special occasions like Eids, Moharram and other festivals / visit of VVIP's / VIP's and when so desired by the CEO, WCB for any administrative reason.
- All services shall be provided strictly under performance-based model
- This contract is valid for this financial year and can be extended as per Board Decision

Price Schedule

For Individual Positions

#	Position Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		





General Conditions of Contract

A. General

1. Definitions

1.1. Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1.1.1. “Applicable Law” means the laws and any other instruments having the force of law in the Government’s Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;

1.1.2. “The Contract” means an agreement enforceable by law;

1.1.3. “The Contract Price” means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

1.1.4. “The Services” means the work to be performed by the Contractor pursuant to this Contract and as prescribed in the Specifications and Schedule of Activities included in the Contractor’s Bid;

1.1.5. “Ancillary Services” means those services ancillary to the provision of Services, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Contractor covered under the Contract;

1.1.6. “GCC” means the General Conditions of Contract contained in this section;

1.1.7. “SCC” means the Special Conditions of Contract by which the GCC may be amended or supplemented;

1.1.8. “Day” means calendar day unless indicated otherwise;

1.1.9. “Effective Date” means the date on which this Contract comes into force and effect;

1.1.10. “The Contractor” means the individual or corporate body whose Bids to provide the Services has been accepted by the Procuring Agency;

1.1.11. “The Project Site,” where applicable, means the place or places named in Bid Data Sheet and technical Specifications;

1.1.12. “Government” means the Government of Pakistan;

1.1.13. “Local Currency” means the currency of Pakistan;

1.1.14. “In Writing” means communicated in written form with proof of receipt;

1.1.15. “Completion Date” means the date of completion of the Services by the Contractor as certified by the Procuring Agency;

1.1.16. “Foreign Currency” means any currency other than the currency of the country of the Procuring Agency;

1.1.17. "Party" means the Procuring Agency or the Contractor, as the case may be, and "Parties" means both of them;

1.1.18. "Service" means any object of procurement other than goods or works;

1.1.19. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Services.

2. Applicable Law

2.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

3. Language

3.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractor and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

4. Notices

4.1. Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the SCC.

5. Location

5.1. The Services shall be performed at such locations as the Procuring Agency may approve and as specified in SCC.

6. Authorized Representatives / Authority of Member in charge

6.1. Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified in the SCC.

B. Commencement, Completion, Modification, and Termination of Contract

7. Effectiveness of Contract

7.1. This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the SCC.

8. Commencement of Services

8.1. The Contractor shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

9. Program schedule

9.1. Before commencement of the Services, the Contractor shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

10. Starting Date/Expiration Date

10.1. The Contractor shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

10.2. Unless terminated earlier pursuant to Clause **GCC 14** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

11. Entire Agreement

11.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

12. Modification

12.1. Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any modification(s) or variation(s) made by the other Party.

12.2. In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.

13. Force Majeure

13.1. Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Contractor and which makes a Contractor's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

13.2. No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

13.3. Extension of Time

Any period within which a Contractor shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

13.4. Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

14. Termination

14.1. By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Contractor in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

14.1.1. If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;

14.1.2. If the Contractor becomes (or, if the Contractor consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

14.1.3. If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;

14.1.4. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.1.5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

14.2. By the Contractor

The Contractor may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

14.2.1. If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;

14.2.2. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.2.3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;

14.2.4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Contractor's notice specifying such breach.

C. Obligations of the Contractor

15. General

15.1. Standard of Performance

15.1.1. The Contractor shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties;

15.1.2. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Services.

15.2. Law Applicable to Services

The Contractor shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

16. Conflict of Interests

16.1. Contractor Not to Benefit from Commissions and Discounts

The remuneration of the Contractor shall constitute the Contractor's sole remuneration in connection with this Contract or the Services, and the Contractor shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Contractor shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

16.2. Contractor and Affiliates Not to be Otherwise Interested in Project

The Contractor agree that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

16.3. Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

- 16.3.1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
- 16.3.2. during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;
- 16.3.3. after the termination of this Contract, such other activities as may be specified in the **SCC**.

17. Insurance to be Taken Out by the Contractor

17.1. The Contractor(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Sub-contractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage, as shall be specified in the **SCC**; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

18. Contractor's Actions Requiring Procuring Agency's Prior Approval

18.1. The Contractor shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- 18.1.1. appointing such members of the Personnel not provided by the Contractor;
- 18.1.2. changing the Program of activities; and
- 18.1.3. any other action that may be specified in the **SCC**.

19. Reporting Obligations

19.1. The Contractor shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

20. Liquidated Damages

20.1. Payments of Liquidated Damages

The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the **SCC**. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

20.2. Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in **SCC**.

20.3. Lack of performance penalty

If the Contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor

21. Performance Guarantee

21.1. Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount **specified in SCC**.

21.2. The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

21.3. The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in **SCC**.

21.4. The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

22. Sustainable Procurement

22.1. The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the **SCC**.

D. Contractor's Personnel

23. Description of Personnel

23.1. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Contractor's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

24. Removal and / or Replacement of Personnel

24.1. Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Contractor, it becomes necessary to replace any of the Key Personnel, the Contractor shall provide as a replacement a person of equivalent or better qualifications.

24.2. If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Contractor shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

24.3. The Contractor shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

25. Change in the Applicable Law

25.1. If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Contractor, then the remuneration and reimbursable expenses otherwise payable to the Contractor under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

26. Services and Facilities

26.1. The Procuring Agency shall make available to the Contractor and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference, at the times and in the manner specified in the Terms of Reference.

26.2. In case that such services, facilities and property shall not be made available to the Contractor, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Contractor for the performance of the Services, (ii) the manner in which the Contractor shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Contractor as a result thereof.

F. Payments to the Contractor

27. Contract Price

27.1. The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC.

28. Terms and Conditions of Payment

28.1. Payments will be made to the Contractor according to the payment schedule stated in the SCC and as per actual invoice submitted by the Contractor.

28.2. Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Contractor of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Contractor have submitted an invoice to the Procuring Agency specifying the amount due.

29. Quality Control Identifying Defects

29.1. The principle and modalities of Inspection of the Services by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Agency may instruct the Contractor to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

30. Correction of Defects, and Lack of Performance Penalty

30.1. The Procuring Agency shall give notice to the contractor of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

30.2. Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

30.3. If the contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the contractor will pay this amount, and a Penalty for Lack of Performance.

31. Settlement of Disputes Amicable Settlement

31.1. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

32. Dispute Settlement

32.1. Arbitration

If any dispute of any kind whatsoever shall arise between the procuring agency and the contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.

Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with **GCC sub-clause 32.1**, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Contract. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.



Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Definitions

The Procuring Agency is: Walton Cantonment Board (RHQ Lahore), Cantonment Executive Officer (CEO) Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab (Province).

The Supplier is:

The title of the subject procurement is: **HIRING OF PERFORMANCE-BASED SOLID WASTE MANAGEMENT SERVICES (Collection, Transportation & Safe Disposal of Municipal Solid Waste) for SECTOR-04 (R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.)**

Number of GC Clause 2

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 3

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English**.

Number of GC Clause 4

Notices:

The addresses for the notices are:

Procuring Agency:

Walton Cantonment Board (RHQ Lahore), Cantonment Executive Officer (CEO)
Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab (Province).
+92-322-552-1920
ceowaltoncantonmentboard@gmail.com

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

Number of GC Clause 6.1

The Authorized Representatives are:

For the Procuring Agency:

Walton Cantonment Board (RHQ Lahore), Cantonment Executive Officer (CEO)
Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab
(Province).
+92-322-552-1920
ceowaltoncantonmentboard@gmail.com

For the Bidder:

Name:

Designation:

Address:

Number of GC Clause 7

Effectiveness of the contract

The Contractor/Bidder shall be effective within days from the date of signature of the Contract by both parties

Number of GC Clause 8

Commencement of Contract:

The Contractor/ Bidder shall provide Non-Consultancy Services from the effective date of contract.

Number of GC Clause 10.2

Expiration of Contract:

The time period shall be

Number of GC Clause 14

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Services till the time of alternate arrangements.

Number of GC Clause 16

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing services due to a conflict of a nature described in Clause GCC C2.

Number of GC Clause 20

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **0.10%** to **0.50%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.

Number of GC Clause 21

Performance Guarantee:

The amount of performance guarantee shall be 0% of the contract price in acceptable form of Nil

Number of GC Clause 27

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause F

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause F

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Inspections & Tests Requirements

vehicles health certificates (i.e emission certificate)

Delivery & Documents

proof of managing manpower of minimum 200 workers

Number of GC Clause F 5 & 6

Following is the guidance for Dispute Resolution

i. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.

ii. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.

iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.

iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.

v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Arbitrator's fee:

The fee shall be specified in Pak Rupees, as determined by the Arbitrator, which shall be shared equally by both parties.

Appointing Authority for Arbitrator:

By the Mutual Consent or in accordance with the provisions of Arbitration Act, 1940, in case the parties fail to reach a consensus on the name of sole arbitrator, any party may submit an application to the Chief Justice Islamabad High Court for appointment of sole arbitrator. The Chief Justice IHC may appoint a former judge of any High Court or Supreme Court as the sole arbitrator to resolve the dispute between the parties.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.



Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: **P110737**

To: **Walton Cantonment Board (RHQ Lahore), Cantonment Executive Officer (CEO) Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab (Province).**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.



Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the ____ day of _____ 20____ between **Walton Cantonment Board (RHQ Lahore), Cantonment Executive Officer (CEO) Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab (Province).**

(hereinafter called “the Procuring Agency”) of the one part and [name of Bidder] of [city and country of Bidder] (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **HIRING OF PERFORMANCE-BASED SOLID WASTE MANAGEMENT SERVICES (Collection, Transportation & Safe Disposal of Municipal Solid Waste) for SECTOR-04 (R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.) (P110737)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of [contract price in words and figures] (hereinafter called “the Contract Price”).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and

8. [add here: any other documents]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

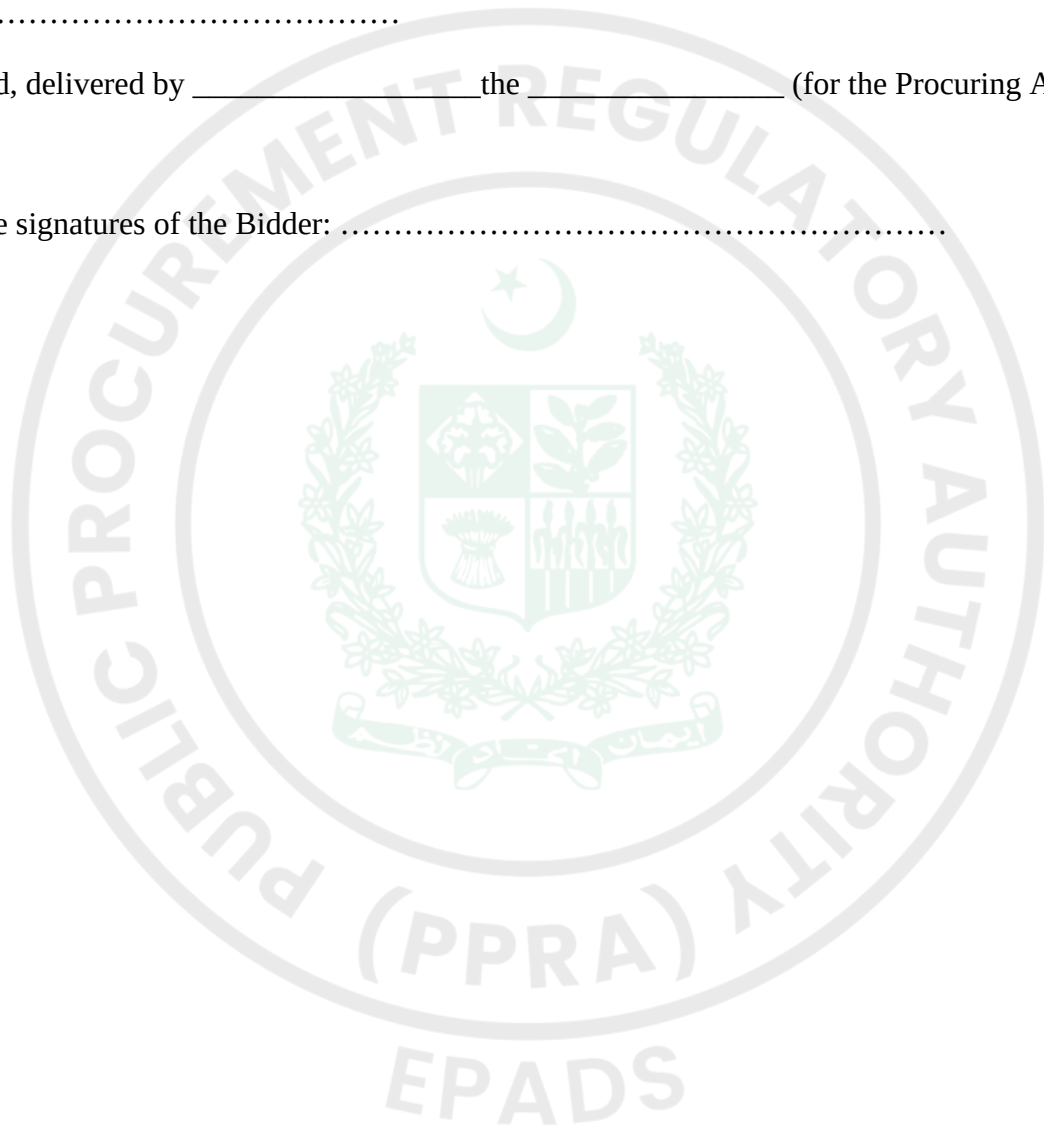
Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder:





Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract

Number: Contract

Value: Contract Title:

Dated:

[Name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing [Name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fee etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultations fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.



Performance Guarantee Form

Performance Guarantee Form

To: **Walton Cantonment Board (RHQ Lahore), Cantonment Executive Officer (CEO) Ahmed Bukhsh Road, R.A Bazar, Cantonment, Lahore (District), Lahore Division (Division), Punjab (Province).**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

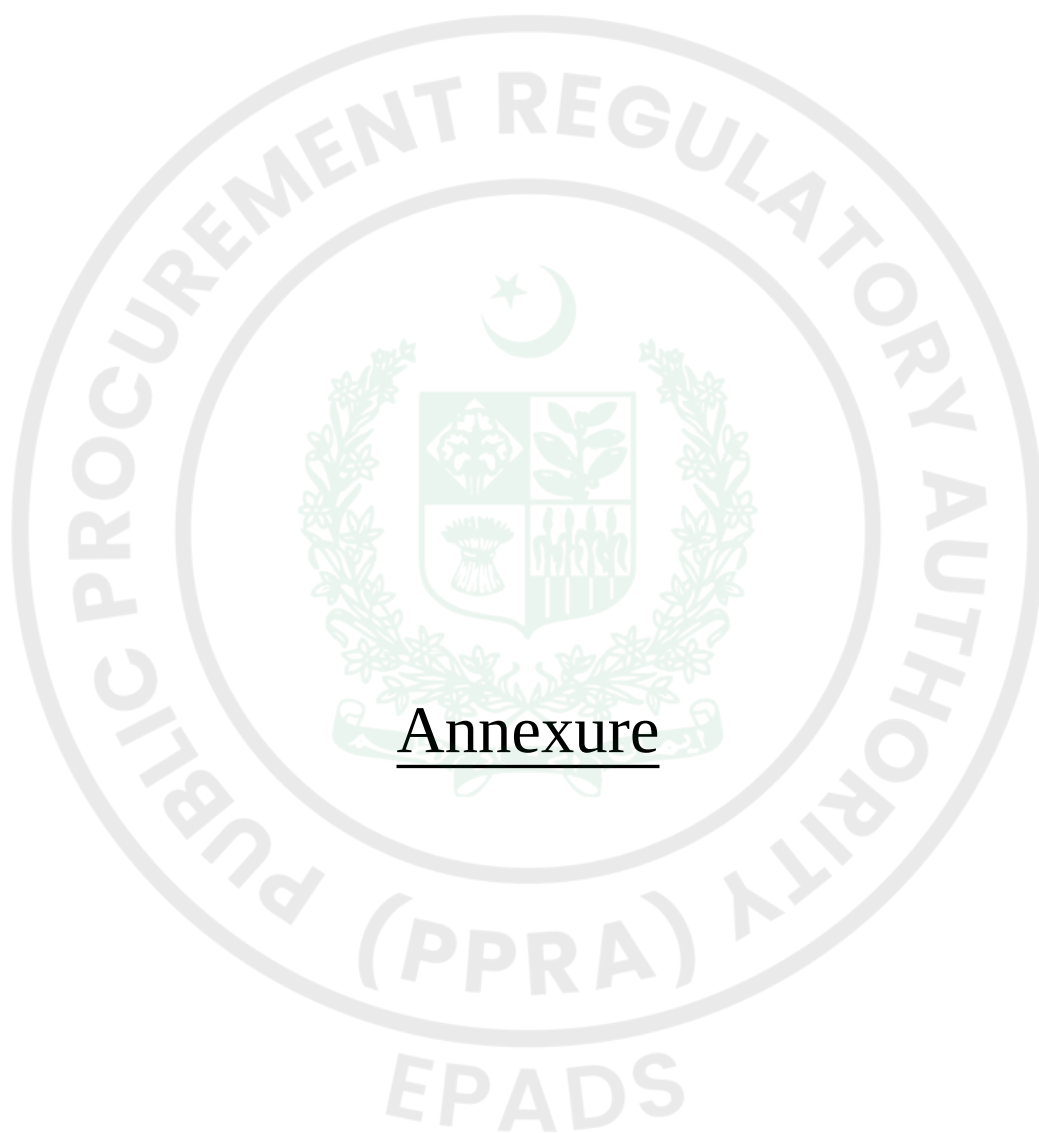
Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]





Annexure

Tender Information by WCB

Review and incorporate any relevant information from the uploaded document that may have been omitted while filling out the tender on EPADS 2.0.

Information (Read-Only)

See Form Under Additional Forms and Documents: **Tender Information by WCB** (page number: 70)





Procurement Forms

Past Experience and Completed Contracts

Minimum 3 years' solid waste Management experience of similar nature and capacity

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 100)

Historical Contract Non-Performance, and Pending Litigation and Litigation History

See Form Under Additional Forms and Documents: **Historical Contract Non-Performance, and Pending Litigation and Litigation History** (page number: 101)

Current Contracts and Their Progress

See Form Under Additional Forms and Documents: **Current Contracts and Their Progress** (page number: 103)

Financial Capacity and Net Worth Evaluation Form

Audit statement of last 2 to 3 years for the proof of financial capacity and net worth evaluation of contractor

See Form Under Additional Forms and Documents: **Financial Capacity and Net Worth Evaluation Form** (page number: 104)

Average Annual Turnover

Average Annual Turnover of the Contractor should be equal to or more than the estimated cost of the tender

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 106)





Additional Forms and Documents

MILITARY LANDS & CANTONMENTS DEPARTMENT

WALTON CANTONMENT BOARD



**TENDER DOCUMENTS
FOR
PERFORMANCE-BASED SOLID WASTE
MANAGEMENT SERVICES
(Collection, Transportation & Safe Disposal of
Municipal Solid Waste)
Single Stage – Two Envelope Procedure
(Under PPRA Rules 2004)
(2025-26)**

TABLE OF CONTENTS

1.	Introduction
2.	Invitation to Bid
3.	Instructions to Bidders
4.	Scope of Services
5.	Sector Data (Area of Operations)
6.	Performance-Based Service Model
7.	Key Performance Indicators (KPIS)
8.	Minimum Fleet Technical Specifications
9.	Eligibility & Qualification Criteria
10.	Bid Security
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12.	Proposal Submission Instructions
13.	Validity of Proposal
14.	Evaluation Criteria
15.	Financial Evaluation Formula
16.	Payment Mechanism & Deductions
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18.	Site Responsibility
19.	Confidentiality
20.	Contract Period
21.	Termination
22.	Dispute Resolution
23.	Appendices

1. INTRODUCTION

The Walton Cantonment Board (WCB) is a municipal body constituted under the provisions of the Cantonments Act, 1924. Solid Waste Management is one of the pivotal statutory functions of the Board.

In order to provide improved sanitation services, WCB has previously outsourced collection, transportation and disposal of municipal solid waste by dividing its jurisdiction into following Eight (08) sectors, considering geographical contiguity and demographic statistics.

Sector	Area Detail
I-A	DHA Phase- I, II, including Extension “N”
I-B	DHA Phase- III, IV, including Sector” KK”
I-C	DHA Phase-V, Extension “B”, and Charrar Village.
2	Nishat Colony, Maryam Colony, Kalar Colony, and Askari 5 & 8 etc..
3	Cavalry Ground, Extension Cavalry Ground, Zaman Colony etc.
4	R.A Bazar, Main Badian Road, Main Walton Road, Keer Kot, etc.
5	Main Walton Road, Peer Colony, Qadri Colony, Al-Noor Colony, Model Colony, etc
6	Main Walton Road, Madina Colony, Gull Bahar Colony, Islam Nagar, etc

The expiry of the prevailing contract(s) has necessitated re-advertisement of the sanitation contract on analytical and performance-based principles to engage qualified and experienced contractors having matching capabilities.

All waste management activities shall be carried out in compliance with applicable environmental regulations including those enforced by the Environmental Protection Agency (EPA).

2. INVITATION TO BID

Walton Cantonment Board (WCB), Lahore invites sealed Technical and Financial Proposals from experienced firms for performance-based sanitation services within WCB jurisdiction.

Bidding Procedure:

- Single Stage – Two Envelope (PPRA Rule 36(b))
- Bid Validity: 180 Days
- Bid Security: 2% of Total Annual Bid Amount

3. INSTRUCTIONS TO BIDDERS

- Bidders may apply individually or as Joint Venture (JV).
- Each bidder may submit one bid per sector.
- Conditional bids shall be rejected.

- Proposals must be in English language.
- Currency: Pakistani Rupees (PKR).

4. **SCOPE OF SERVICES**

The Contractor shall provide:

- Door-to-door collection of municipal solid waste
- Transportation to designated disposal site
- Cleaning of roads, streets & commercial areas
- Commercial areas to be cleaned twice a day
- Cleaning of nullahs & open areas
- Removal of horticulture waste, debris & dead animals
- Maintenance of rubbish points
- Complaint resolution services
- Provision of all equipment, machinery, fuel, labor, accessories and operational costs.
- Provision of necessary manpower and machinery fleet as per requirement on special occasions like Eids, Moharram and other festivals / visit of VVIP's / VIP's and when so desired by the CEO, WCB for any administrative reason.
- All services shall be provided strictly under performance-based model.5.

AREA OF OPERATIONS (SECTOR DATA)

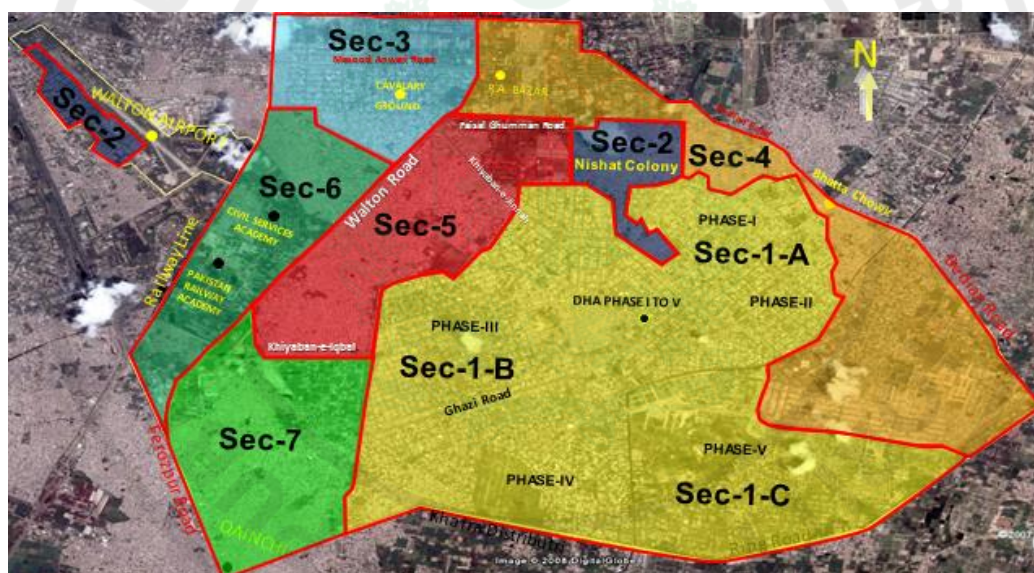
Sector	Approx. Units	Housing Units (Door to Door Collection)	Road Length (Km)	Rubbish Points	Estimated Cost Per Month(M)	Bid security/ B. G/CDR @ 2% Of Annual Bid Amount (M)
I-A	6464	5578	104	41	12.005	2.881
I-B	8753	7643	123.5	53	12.681	3.043
I-C	7092	6611	53	51	8.408	2.018
2	6833	-	45	18	3.75	0.900
3	4144	3416	73.8	25	3.989	0.957
4	10445	-	45	63	4.567	1.096
5	15695	-	76.67	23	4.567	1.096
6	7009	-	49.2	14	3.907	0.938

Note: Above data is indicative only. Bidders must conduct independent site survey.

SECTOR	1-A	1-B	1-C	2	3	4	5	6
No. Of Sanitary Workers Already Appointed by WCB	-	-	-	-	-	98	75	68

Note: The above-mentioned staff is already working in respective sectors, Contractor have to calculate their manpower keeping in view the existing no. of sweeping staff of CB that is already working.

- The above data is provided solely for bid preparation.
- WCB does not guarantee exact waste generation figures.
- The contractor shall deploy adequate machinery and manpower at its own assessment to meet defined KPIs.
- No claim for additional payment shall be entertained on the basis of variation in waste quantity unless formally approved through variation order under PPRA rules.



6. PERFORMANCE-BASED SERVICE MODEL

This is an output-based contract. WCB defines the cleanliness standards and KPIs. The contractor shall determine adequate fleet, manpower and operational deployment necessary to achieve the required standards.

No claim for additional payment due to underestimation of waste quantity, fleet requirement or manpower shall be entertained.

This contract is output-based.

WCB defines:

- Cleanliness standards
- KPIs
- Monitoring system

Contractor determines:

- Fleet quantity
- Manpower
- Route planning

7. KEY PERFORMANCE INDICATORS (KPIS)

- No visible waste accumulation beyond 24 hours
- Daily sweeping of main roads
- Commercial areas sweeping twice a day
- 100% lifting from rubbish points
- Complaint resolution within 12–24 hours
- Minimum 95% staff attendance
- Timely transportation to designated disposal site

Performance shall be measured through:

- Inspection reports
- Surprise visits
- Proper GPS/digital tracking through QR codes
- Digital photographic evidence
- Monthly performance audits
- Non-compliance shall result in financial deductions.

8. MINIMUM FLEET TECHNICAL SPECIFICATIONS

Vehicle	Specification
Compactor	7–8 m3, 3750–4400 CC or equivalent
Dumper / Rubbish Truck	7–8 m3, 3750–4400 CC or equivalent
Tractor Bucket	385 MF or equivalent
Pickup	750–800 CC or equivalent
Mechanical Sweeper	3750–4400 CC or equivalent
Mini Tipper	1.2 m3, 750–1000 CC or equivalent
Tractor Trolley	7–8 m3, 240 MF

Note: All vehicles Model ≥ 2021

Quantity not fixed. Contractor responsible for adequacy.

9. ELIGIBILITY CRITERIA (PASS/FAIL)

Mandatory Requirements:

- Minimum 3 years' sanitation experience

- Minimum annual billing PKR 50 million (any 2 of last 3 years)
- Experience managing minimum 200 workers
- Valid registration & tax compliance
- Non-blacklisting affidavit
- Site visit certification
- Bid Security: 2% of Total Annual Bid Amount (as mentioned above)
- Failure in any requirement → non-responsive
- Valid registration with SECP / relevant authority
- Active NTN & Sales Tax registration

Eligible bidders may participate under:

- Category–1: Individual Entity
A single firm/company meeting qualification criteria.
- Category–2: Joint Venture (JV)

A Joint Venture may be formed subject to:

- Appointment of Lead Member
- Submission of valid MoU
- Clear delineation of responsibilities
- Joint & Several Liability
- JV Requirements
- JV must collectively satisfy qualification criteria
- Copy of MoU must be submitted with bid
- MoU must be project-specific
- No change in JV composition after bid submission
- Failure to meet any condition → Bid declared non-responsive.

10. **BID SECURITY**

Amount: 2% of Total Annual Bid Amount against each sector in the form of:

- CDR
- Banker's Cheque
- Bank Guarantee
- Payable to CEO, WCB Lahore.

Forfeiture if:

- Withdrawal during validity
- Failure to submit Performance Security
- False information

11. **PERFORMANCE SECURITY/ PERFORMANCE GUARANTEE**

Successful bidder shall furnish:

- 10% of Annual Contract Amount
- Form: Irrevocable Bank Guarantee
- Valid for entire contract period.

12. **PROPOSAL SUBMISSION**

Envelope 1: Qualification + Technical Proposal

Envelope 2: Financial Proposal

Mark clearly:

“Financial Proposal – Do not open with Technical Proposal”

Submit:

1 Original 1 Duplicate

Late submissions shall not be accepted.

CORRESPONDENCE ADDRESS

All correspondence shall be submitted in writing to:

**Cantonment Executive Officer
Walton Cantonment Board
Ahmed Bukhsh Road, Lahore
Ph: 042-99220403
Fax: 042-99220161**

13. **VALIDITY OF PROPOSAL**

- Proposal shall remain valid for 180 Days from date of opening of Financial Proposal
- WCB reserves right to reject proposals not complying with validity requirement.

PROPOSAL PREPARATION COST

- All costs incurred in preparation and submission of bid shall be borne by the bidder.
- WCB shall not be liable for such costs.

MANDATORY SITE SURVEY

- The contractor shall, at its own responsibility, conduct comprehensive site survey and reconnaissance prior to submission of proposal.
- The bidder shall:
 - Satisfy itself regarding nature, scope and extent of works
 - Assess waste generation pattern
 - Assess traffic conditions
 - Assess road widths & accessibility
 - The bidder shall independently determine and propose:
 - Appropriate number of vehicles
 - Capacity of machinery
 - Type of equipment

- Manpower strength (sanitary workers, loaders, drivers, supervisors)
- No claim arising from failure to adequately assess site conditions shall be entertained after award of contract.

14. EVALUATION CRITERIA

- Technical Evaluation – 60 Marks (Minimum Qualifying: 42 Marks)
- Financial Evaluation – 40 Marks
- Financial Score Formula: $(\text{Lowest Evaluated Bid} \div \text{Bidder's Bid}) \times 40$
- Most Advantageous Bidder shall be awarded the contract.
- Technical bids shall be evaluated strictly on the basis of the disclosed evaluation criteria contained in this bidding document.
- Only technically responsive bidders shall qualify for opening of financial proposals.
- The successful lowest evaluated bidder (Most Advantageous Bidder as per PPRA combined scoring) shall enter into a formal agreement with Walton Cantonment Board
- All waste collected from operational areas shall be deemed property of the contractor for disposal at designated sites, unless otherwise directed by WCB.

14.1 TECHNICAL EVALUATION (60 MARKS)

Sr. #	Criteria	Marks
1.	Experience	10
2.	Fleet & Resource Plan	20
3.	Methodology	15
4.	Manpower Plan	5
5.	Route Plan	5
6.	Monitoring System	5
Minimum Qualifying Score		42 / 60

Technical Proposals shall be evaluated by the Technical Evaluation Committee strictly in accordance with the criteria and scoring methodology defined below.

Minimum Qualifying Score: **42 out of 60 marks (70%)**

Only bidders achieving minimum qualifying score shall be considered technically responsive and eligible for financial proposal opening.

14.2 EXPERIENCE – 10 MARKS

Evaluation shall be based on documentary evidence of 3 years of relevant experience in Municipal Solid Waste Management (Collection, Transportation & Disposal).

14.2.1 **Scoring Criteria (10 Marks)**

Sr. #	Annual Billing in Similar Nature Contracts	Marks
1.	PKR 100 million or above	10
2.	PKR 75 – 100 million	8
3.	PKR 60 – 75 million	6
4.	PKR 50 – 60 million	4

Documents Required:

- Work Orders
- Completion Certificates
- Audited Financial Statements
- Only verifiable government / semi-government / municipal contracts shall be considered.

14.3 **FLEET & RESOURCE PLAN – 20 MARKS**

Since this is a performance-based contract, vehicle quantity is not pre-fixed. Evaluation shall be based on adequacy and compliance.

14.3.1 **Mark Distribution**

Sr. #	Sub-Criteria	Marks
1.	Adequacy of proposed fleet vs sector data	10
2.	Compliance with minimum technical specifications (Model $\geq$ 2021)	5
3.	Backup fleet & contingency arrangements	3
4.	Preventive maintenance & workshop plan	2

Evaluation Basis:

- Marks shall be awarded based on:
- Logical correlation between fleet capacity and sector size
- Proper mix of compactors, dumpers, mini tippers etc.
- Documentary proof (ownership/lease commitment)
- Spare vehicle planning
- Mere listing without justification shall not receive full marks.

14.4 **METHODOLOGY & OPERATIONAL STRATEGY – 15 MARKS**

Evaluation shall assess the bidder's technical understanding of service delivery.

14.4.1 **Mark Distribution**

Sr. #	Sub-Criteria	Marks
-------	--------------	-------

1.	Operational workflow clarity	5
2.	Sector-wise deployment plan	4
3.	Waste handling & disposal strategy	3
4.	Health, Safety & Environmental compliance plan	3

Marks shall be awarded for practicality, clarity, and alignment with KPIs.
Generic or copied proposals shall not score full marks.

14.5 **MANPOWER PLAN – 5 MARKS**

14.5.1 **Mark Distribution**

Sr. #	Sub-Criteria	Marks
1.	Adequacy of workforce allocation	2
2.	Supervisory structure & hierarchy	1
3.	Attendance monitoring mechanism	1
4.	Staff training & safety provisions	1

Manpower strength must logically support fleet and route plan.

14.6 **ROUTE PLAN – 5 MARKS**

Bidder shall submit sector-wise routing maps and collection schedule.

Mark Distribution:

Sr. #	Sub-Criteria	Marks
1.	Logical route optimization	2
2.	Coverage of all rubbish points	1
3.	Defined frequency schedule	1
4.	Integration with disposal site	1

Inefficient or incomplete routing shall reduce marks.

14.7 **MONITORING & COMPLAINT REDRESSAL SYSTEM – 5 MARKS**

Mark Distribution:

Sr. #	Sub-Criteria	Marks
1.	Complaint registration system	1
2.	Response time commitment (12–24 hrs.)	1
3.	GPS / Digital tracking mechanism	1
4.	Reporting format to WCB	1
5.	Internal KPI monitoring system	1

Vague statements without structured system shall not receive full marks.

14.8 **GENERAL EVALUATION RULES**

- Evaluation shall be strictly document-based.
- No marks shall be awarded for unsupported claims.
- Conditional proposals shall be rejected.

15. **FINANCIAL EVALUATION (40 MARKS)**

Formula:

- $(\text{Lowest Evaluated Bid} \div \text{Bidder's Bid}) \times 40$
- Highest Combined Score (Technical + Financial) = Most Advantageous Bidder

16. **PAYMENT MECHANISM**

- Monthly lump sum payment.
- Subject to KPI-based deductions.
- Maximum deduction cap: 20% per month.
- Persistent failure may lead to contract termination.

17. **PRE-BID & CLARIFICATIONS.**

- WCB may hold Pre-Bid Meeting.
- All clarifications must be in writing.
- Addendum, if any, shall form part of bidding document.

18. **SITE RESPONSIBILITY**

- Bidder shall conduct comprehensive survey before submission.
- No claim for underestimation of:
 - Waste volume
 - Fleet requirement
 - Manpower
 - Performance obligation absolute.

19. **CONFIDENTIALITY**

- Evaluation process confidential.
- Information disclosed only as per applicable law.

20. **CONTRACT PERIOD**

- 3 Years

- Extendable subject to performance.

21. **TERMINATION**

Grounds include:

- Repeated KPI failure
- Misrepresentation
- Non-performance
- Blacklisting

22. **DISPUTE RESOLUTION**

- Subject to laws of Pakistan.
- Jurisdiction: Lahore.

23. **SELECTION METHODOLOGY**

23.1 The Bidder offering most advantageous Proposal shall be declared as the Successful Bidder.

23.2. Reconsider rules do not allow. In case there are two or more Bidders quoting the same best Financial Proposal, WCB may in such case shall decide/select the successful one by coin flipping in presence of both parties.

23.3. WCB reserves the right to reject any Proposal, if:
a). At any time, a material misrepresentation is made or discovered; or
b). The Bidder does not respond promptly and diligently to requests for supplemental information required for the evaluation of the Proposal.

Rejection of a Proposal by WCB as aforesaid would lead to the disqualification of the Bidder. If the Bidder is a JV, then the entire Consortium would be disqualified/ rejected. If such disqualification / rejection occurs after the Proposals have been opened and the Preferred Bidder gets disqualified / rejected, then WCB reserves the right to:

- a). Either select the next lowest Bidder, or
- b). Take any such measure/s as may be deemed fit in the sole discretion of WCB, including annulment of the bidding process.

23.4. The Successful Bidder shall execute the Contract Agreement with WCB within four (4) weeks of the issue of Letter of Acceptance or within such further time as WCB may agree to in its sole discretion.

23.5. Failure of the Successful Bidder to comply with the submission of performance guarantee within the stipulated time period or Clause 23.4 shall constitute sufficient

grounds for the annulment of the LOA, and forfeiture of the Bid Security. In such an event, WCB reserves the right to:

- a). Either declare the 2nd lowest Bidder as successful
or
- b). Take any such measures as may be deemed fit in the sole discretion of WCB, including annulment of the bidding process.

- 23.6. The successful bidder would have to furnish performance security before signing the contract agreement. The bid security submitted by the successful bidder shall be released upon furnishing the performance security.
- 23.7. Payment to the contractor, whom the contract shall be awarded, be made after deducting the applicable taxes as per rules.
- 23.8. Notwithstanding anything contained in this document, WCB reserves the right to accept or reject any Proposal, or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment, following the spirit of relevant clause of PPRA Rules 2004.

24. CONDITIONS OF CONTRACT AGREEMENT:

- 24.1 During the term of this AGREEMENT, CONTRACTOR shall collect, remove, transport, and dispose of all SOLID WASTE, including horticulture waste, dead animals, and carry out cleaning of streets, nullahs and shall also be solely responsible to furnish all labor, vehicles, tools, equipment etc.
- 24.2 Initially the term of the contract is 3 years with 10% annual increase and may be extended with mutual consent. However, there would be no adjustments of fuel price in contract amount. Moreover, the WCB will be at liberty to either consider renewal of the contract for further period of equal term or to put the contract at auction, whatever deemed appropriate, keeping in view the previous track record / performance of the CONTRACTOR in the light of policy in vogue at time. The contractor will, however, be bound to continue working on the same rates, terms and conditions till the possession is handed over to the new CONTRACTOR.
- 24.3 CONTRACTOR shall provide an adequate number of employees with adequate skill and training to conduct the SERVICES under this AGREEMENT as may reasonably be determined by WCB from time to time. The CONTRACTOR shall require its employees to be courteous at all times, to work quietly and not to use loud or profane language. Each employee shall wear uniform marked with company insignia reasonably visible along-with inscription "WCB".
- 24.4 The CONTRACTOR's employees shall not trespass or loiter on private property and shall not meddle or tamper with property which does not or should not concern them. Each employee assigned to drive a vehicle shall at all times carry a valid driver's license for the type of vehicle which he is driving. All employees shall carry an identification card issued by the CONTRACTOR.

24.5 Prior to the COMMENCEMENT DATE of this AGREEMENT, the CONTRACTOR shall provide WCB with a detailed list describing the vehicles, equipments, machinery and human resources to be used to perform the SERVICES, as proposed in the CONTRACTOR bid.

The CONTRACTOR shall paint all vehicles and other equipments in uniform color chosen by CEO, WCB and shall provide each vehicle with a readily visible identification number painted on the sides, front and back of the vehicle.

24.6 The equipment and staff of the CONTRACTOR used for execution of work of this contract shall be made available by the CONTRACTOR for the purpose of inspection by the Addl: CEO / Senior Sanitary Inspector or any other Officer / Official appointed by him for the same at any time.

24.7. The CONTRACTOR shall for the due & punctual performance of its obligations relating to project, deliver to WCB, simultaneous with the execution of this AGREEMENT, an irrevocable bank guarantee from scheduled bank acceptable to WCB as "Performance Security" for an amount equal to 5% of the annual contract amount to be paid to the CONTRACTOR. The performance security shall be renewed for the extended period in case the contract is continued for other specified term by the WCB. The performance Security shall be kept valid till the completion of the contract period. All collected waste will be responsibility of ownership of contractor.

24.8. The security deposit shall be refunded by the WCB only after a lap of six months of successful completion of the contract or on completion of audit of Cantt: Fund Accounts whichever is later.

24.9. That the CONTRACTOR will provide a Suzuki Pickup at least thrice a week for dog shooting to Chief Security Officer D.H.A.

24.10. The complete sanitation work shall have to be completed on daily basis except Sunday by rotation of workers in consultation with D.H.A. failing which a heavy penalty may be imposed on the CONTRACTOR not exceeding Rs. 30,000/- per day or part thereof, as may be determined by the CEO, WCB. The payments to the CONTRACTOR will be made on monthly basis.

24.11. All vehicles providing by CONTRACTOR will be ensured tracking system with (remote access).

24.12. That the employees shall be census using Automation

24.13 The CONTRACTOR shall obey and abide by all verbal / written instructions given to him from time to time by the CEO, WCB / Officials so deputed to supervise the service being provided by the CONTRACTOR.

24.14 No amendment of this AGREEMENT, by variation, deletion or addition, shall be valid unless it is in writing and signed by the CEO, WCB and the CONTRACTOR at which time it shall be part of this AGREEMENT. Where there is any inconsistency between

any written or oral instructions and this AGREEMENT, this AGREEMENT and its officially signed amendments shall prevail.

- 24.15 CONTRACTOR shall not assign, transfer or sublet any of the SERVICES required under this AGREEMENT unless the CEO, WCB has given permission in writing. Any breach of this condition shall entitle the authority signing the agreement to rescind the contract at the risk and cost of the CONTRACTOR. However, if such permission is requested and granted, it shall not result in any change to the SERVICES, PAYMENTS, or other clauses specified within this AGREEMENT, or amendments thereof. In the event of any permitted assignment, transfer or subletting under this AGREEMENT, the assignee shall assume full responsibility and liability for performance of the assignment. However, CONTRACTOR shall at all times remain primarily responsible for the performance of the AGREEMENT, including such assignment, and shall be liable to WCB.
- 24.16. That in case garbage / refuse is required to be removed from an area other than specified in the AGREEMENT, charges will be paid to the CONTRACTOR determined by the CEO, WCB.
- 24.17 That the CONTRACTOR shall keep the standard of cleanliness / sanitation up to the mark and no site / area shall remain unattended. The CONTRACTOR shall not claim any compensation / enhancement in view or general increase in the price / cost of POL or general dearness during the contractor period any will attend commercial area and Main Boulevard and special arrangement will be made if there is any VIP visit on Sunday otherwise there will be holidays on Sunday. However, Main Boulevard will also be attended on Sunday including rubbish removal and sweeping.
- 24.18 **FORCE MAJEURE:** The CONTRACTOR shall not be required to perform the services required under this AGREEMENT if prevented from doing so by an Act of God, order or direction of WCB, act of state enemies, riots, strikes, substantial destruction to the vehicles/equipments of any supplier, shortage of fuel or lubricants, or any other circumstances beyond their control. For purposes of this AGREEMENT, Act of God shall include causes arising from natural calamities such as earthquakes, volcano, rain storms or fires. CONTRACTOR shall notify the WCB within 03 days of such occurrence. CONTRACTOR shall not be entitled to payment for services not performed due to FORCE MAJEURE, and shall not be deemed in breach or default of this AGREEMENT by reason of such non-performance.
- 24.19. That the CONTRACTOR shall have no claim of any kind against loss during riots, civil commotion, fire and accident etc from WCB.
- 24.20. Easter & Christmas Day will be treated as holiday except for unforeseen requirement arising out of exigencies for administrative reason communicated to the CONTRACTOR by CEO, WCB. In case contractor shall make special arrangements even on these two occasions.
- 24.21. All-important / main roads will be attended twice a day including Sunday / holidays i.e before 08:00 hours in the morning and before the sun set. However, the remaining areas will be attended on daily basis for removal garbage expect on Sunday being a holiday.

- 24.22. Trenching Ground facilities will be provided by the WCB authorities and will be maintained properly by the contractor.
- 24.23. Payment to CONTRACTOR will be made on monthly basis on submission of the monthly bill after deduction of income tax on the prevalent rates determined by the Government from time to time.
- 24.24. The WCB shall have the option to terminate the contract at any work of failure of the CONTRACTOR to execute the work within the stipulated period.
- 24.25. That the CONTRACTOR shall use extra vehicles such as compactors, trucks with adequate sanitation staff and equipment for the area on special occasions like Eids, Moharram and other festivals / visit of VVIP's / VIP's and when so desired by the CEO, WCB for any administrative reason.
- 24.26. DHA will provide a suitable place, with water and electricity to the CONTRACTOR for parking and maintenance of the vehicles and other equipment charges if any for the same shall be borne by the CONTRACTOR.
- 24.27. The CONTRACTOR shall establish and operate a complaint and public liaison office preferably within its assigned sector of service. The CONTRACTOR shall also establish and operate a telephone line with a full-time answering service or machine at the said office for receipt of complaints and public comments. Said office shall have at least one responsible person in charge and present during collection hours and shall be open during all collection hours. CEO, WCB or any his nominated Officer may visit the said office any time. A complete log of all communications is to be maintained, including a record of actions to follow-up on any complaints or comments. The CONTRACTOR shall make the log and record available for inspection whenever required for inspection by CEO, WCB.
- 24.28. The contract can be cancelled if amount of penalty / imposition reaches more than Rs. 1,000,000/- during the contract period.
- 24.29. The CONTRACTOR will ensure that all the necessary measures are taken for the safety and security of staff and machinery. Measures will also be taken in respect of the safety and security of the general public and the property of the WCB, any loss of life or property due to negligence of the CONTRACTOR will be the sole responsibility of the CONTRACTOR and WCB will not be responsible in any manner in this regard. The CONTRACTOR hereby indemnifies WCB from all such claims arising out of this performance of the CONTRACTOR.
- 24.30. The parties shall use their best endeavors to settle any disputes between them promptly and in a manner to help avoid the recurrence of similar disputes. In the event that the parties are unable to settle their dispute in a timely manner, they shall go to arbitration. Any dispute arising from either interpretation of this agreement or a claimed default may be referred to arbitration. The Director Military Lands & Cantonments, Lahore Region shall be the SOLE Arbitrator. The decision and any award made by the Arbitrator shall be binding and final as to both parties.
- 24.31. In witness whereof the hands of the parties are set here to on the date and in the

year written above.

President

Contractor

Walton Cantonment Board (WCB).

Name: _____

M/s. _____

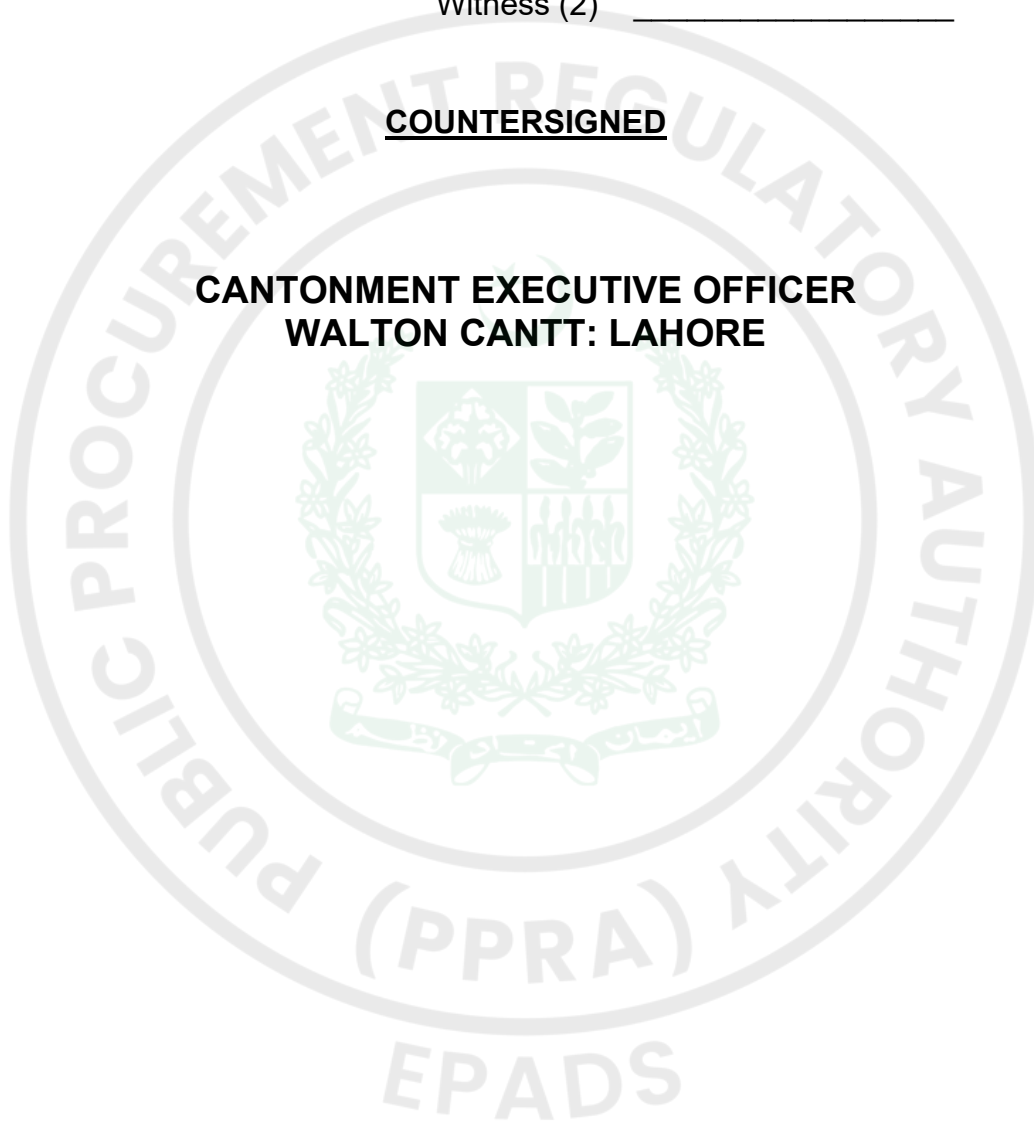
Member Walton Cantonment Board

Witness (1) _____

Witness (2) _____

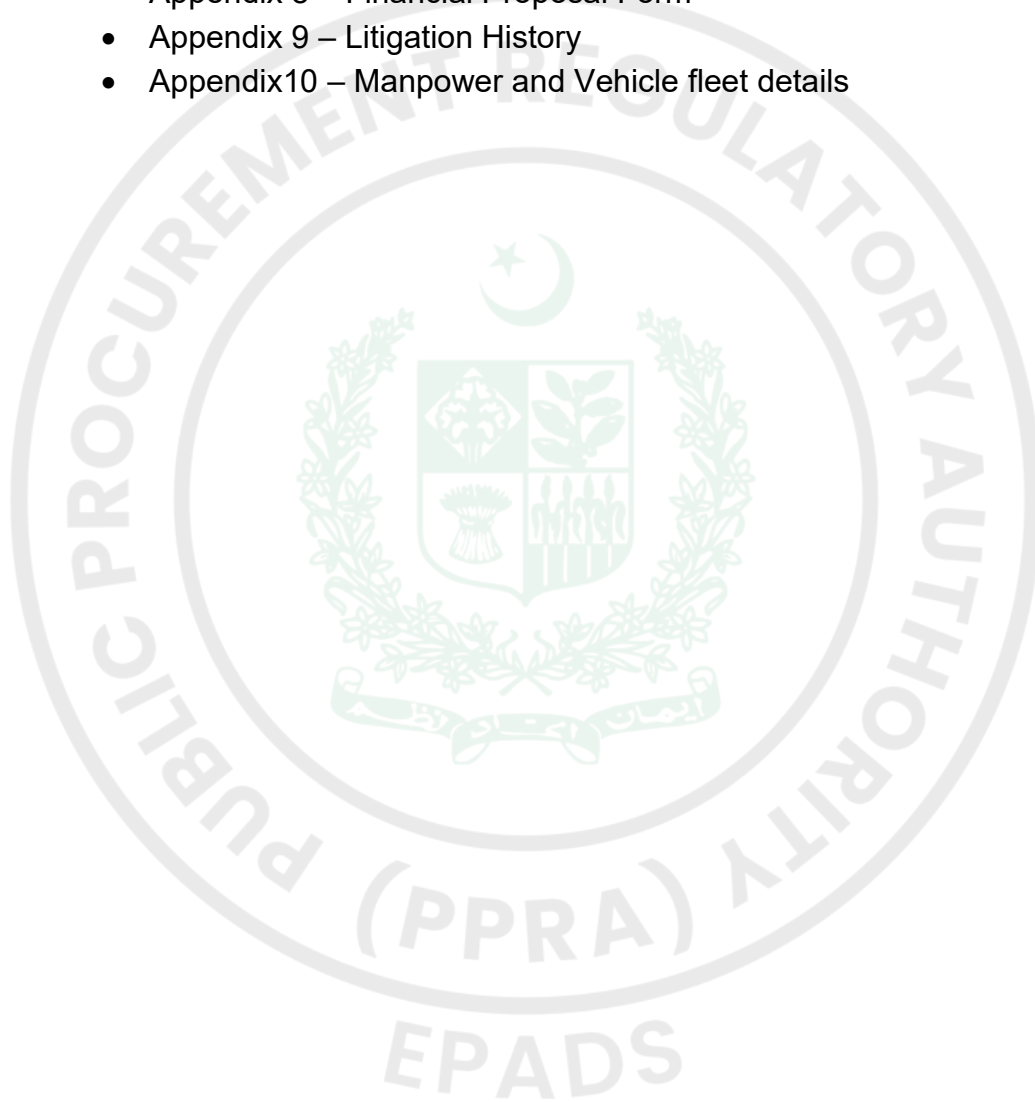
COUNTERSIGNED

**CANTONMENT EXECUTIVE OFFICER
WALTON CANTT: LAHORE**



25. **APPENDICES**

- Appendix 1 – Covering Letter Format
- Appendix 2 – Bidder Information Form
- Appendix 3 – Bid Security Format
- Appendix 4 – Power of Attorney
- Appendix 5 – JV MoU Format
- Appendix 6 – Anti-Collusion Certificate
- Appendix 7 – Experience & Financial Statements Format
- Appendix 8 – Financial Proposal Form
- Appendix 9 – Litigation History
- Appendix 10 – Manpower and Vehicle fleet details



**COVERING LETTER FORMAT
(To be submitted on Company Letterhead)**

Date: _____

To

**The Chief Executive Officer
Walton Cantonment Board, Lahore**

Subject: **Proposal for Performance-Based Collection, Transportation & Safe Disposal
of Municipal Solid Waste – WCB Sector** .

Sir,

We, the undersigned, hereby submit our Proposal in accordance with the Bidding Document.

We confirm that:

We have examined and understood the entire Bidding Document.

We accept all terms and conditions without reservation.

We have conducted independent site survey.

Our bid shall remain valid for 180 days.

Bid Security of @ 2% of Bid annual amount is attached.

We agree that failure to comply shall result in forfeiture of Bid Security.

We also hereby agree and undertake as under:

Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Proposal is unqualified and unconditional in all respects and we agree to the terms of the proposed Contract Agreement, a draft of which also forms a part of the bid document provided to us.

Authorized Signatory: _____

Name: _____

Designation: _____

Company Seal

BIDDER INFORMATION FORM

(On the Letter Head of the Bidder or Lead Member in case of a JV)

1.
 - a). Name of Bidder/Company
 - b). Address of the office(s)
 - c). Date of incorporation and/or commencement of business
2. Brief description of the Bidder's main lines of business.
3. Details of individual(s) who will serve as the point of contact / communication for WCB with the Bidder:
 - (a). **Legal Status**
(Firm/Company/JV):
 - (b). **Year of Establishment:**
 - (c). **Registration No:**
 - (d). **NTN No:**
 - (e). **Sales Tax No:**
 - (f). **Address:**
 - (g). **Phone / Email:**
 - (h). **Authorized Representative:**
 - (i). **For JV:**
 - (j). **Lead Member:**
 - (k). **Other Member(s):**
 - (l). **Attach:**
4. Name, Designation, Address and Phone Numbers of Authorized Signatory of the Bidder:
 - (a) **Name**
 - (b) **Designation**
 - (c) **Company / Firm**
 - (d) **Address**
 - (e) **Telephone number**
 - (f) **E-mail address**
 - (g) **Fax number**
 - (h) **Mobile number**

FORMAT FOR BID SECURITY

(To be issued by a Scheduled Bank in Pakistan)

B.G. No. _____ dated _____.

This Deed of Guarantee executed at _____ by

_____ (Name of Bank) having its Registered office at

_____ (hereinafter referred to as “the Guarantor”) which expression shall unless it be repugnant to the subject or context thereof include its, successors and assigns;

In favor of the Walton Cantonment Board (hereinafter called “WCB”) having its office at Ahmed Bakhsh Road Lahore, which expression shall unless it be repugnant to the subject or context thereof include its successors and assigns;

WHEREAS

- A. M/s. _____, a company having its registered office at _____ (hereinafter called “the Bidder”) which expression shall unless it be repugnant to the subject or context thereof include its/their executors administrators, successors and assigns, intends to bid for providing the services of collection, transportation and safe disposal of solid waste in Walton Cantonment Area in Sanitation sector _____
- B. In terms of Clause 8 of the Bid Documents issued in respect of the Project, the Bidder is required to furnish to WCB an unconditional and irrevocable Bank Guarantee for an amount of Rs. _____ (M) as Bid Security for the Project.
- C. The Guarantor has at the request of the Bidder and for valid consideration agreed to provide such Bank Guarantee being these presents:

NOW THEREFORE THIS DEED WITNESS AS FOLLOWS:

- a. The Guarantor, as primary obligor shall, without demur, pay to WCB an amount not exceeding Rs. _____ (M) within 5 days of receipt of a written demand from WCB calling upon the Guarantor to pay the said amount.
- b. Any such demand made on the Guarantor by WCB shall be conclusive and absolute as regards the forfeiture of Bid Security and the amount due and payable by the Guarantor under this Guarantee.

- c. The above payment shall be made without any reference to the Bidder or any other person and irrespective of whether the claim of WCB is disputed by the Bidder or not.
- d. This Guarantee shall be irrevocable and remain in full force for a period of from (date) _____ to (date) _____ (Proposal Validity Period) or for such extended period as may be mutually agreed between WCB and the Bidder and shall continue to be enforceable till all amounts under this Guarantee are paid.
- e. The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder/the Guarantor or any absorption, merger or amalgamation of the Bidder/the Guarantor with any other person.
- f. In order to give full effect to this Guarantee, WCB shall be entitled to treat the Guarantor as the principal debtor. The obligations of the Guarantor shall not be affected by any variations in the terms and conditions of the Bid Document or other documents or by extension of time of performance of any obligations granted to the Bidder or postponement/not exercise/delayed exercise of any of its rights by WCB against the Bidder or any indulgence shown by WCB to the Bidder and the Guarantor shall not be relieved from its obligations under this Bank Guarantee on account of any such variation, extension, postponement, non-exercise, delayed exercise or omission on the part of WCB or any indulgence by WCB to the Bidder to give such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving the Guarantor.
- g. The Guarantor has power to issue this Guarantee and discharge the obligations contemplated herein; the undersigned is duly authorized to execute this Guarantee pursuant to the power granted under

_____.

IN WITNESS WHEREOF THE GUARANTOR HAS SET ITS HANDS HEREUNTO ON THE DAY, MONTH AND YEAR FIRST HEREINABOVE WRITTEN.

Signed and delivered by _____ Bank

By the hand of Mr. _____

Its _____ and authorized official.

FORMAT FOR POWER OF ATTORNEY FOR SIGNING OF PROPOSAL

(On Stamp paper of relevant value)

POWER OF ATTORNEY

Know all men by these presents, we..... (name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms..... (Name and CNIC No.) who is presently employed with us and holding the position of..... as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to, for providing the service of collection, transportation and safe disposal of solid waste in Walton Cantonment Area in _____ Sanitation sector(s), including signing and submission of all documents and providing information/responses in all matters in connection with our Proposal for the Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this the _____ Day of _____ 2026

For _____

(Name and designation of the person(s) Signing on behalf of the Bidder / Lead Member In case of JV)

Accepted

_____ Signature

(Name, Title and Address of the Attorney)

Date:.....

Note:

(To be executed by all the members in case of a JV.)

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

JV POWER OF ATTORNEY

We, the undersigned members of JV, hereby appoint _____ as
Lead Member authorized to act on our behalf for this project.

All members shall be jointly and severally liable.

Member 1 Name: _____

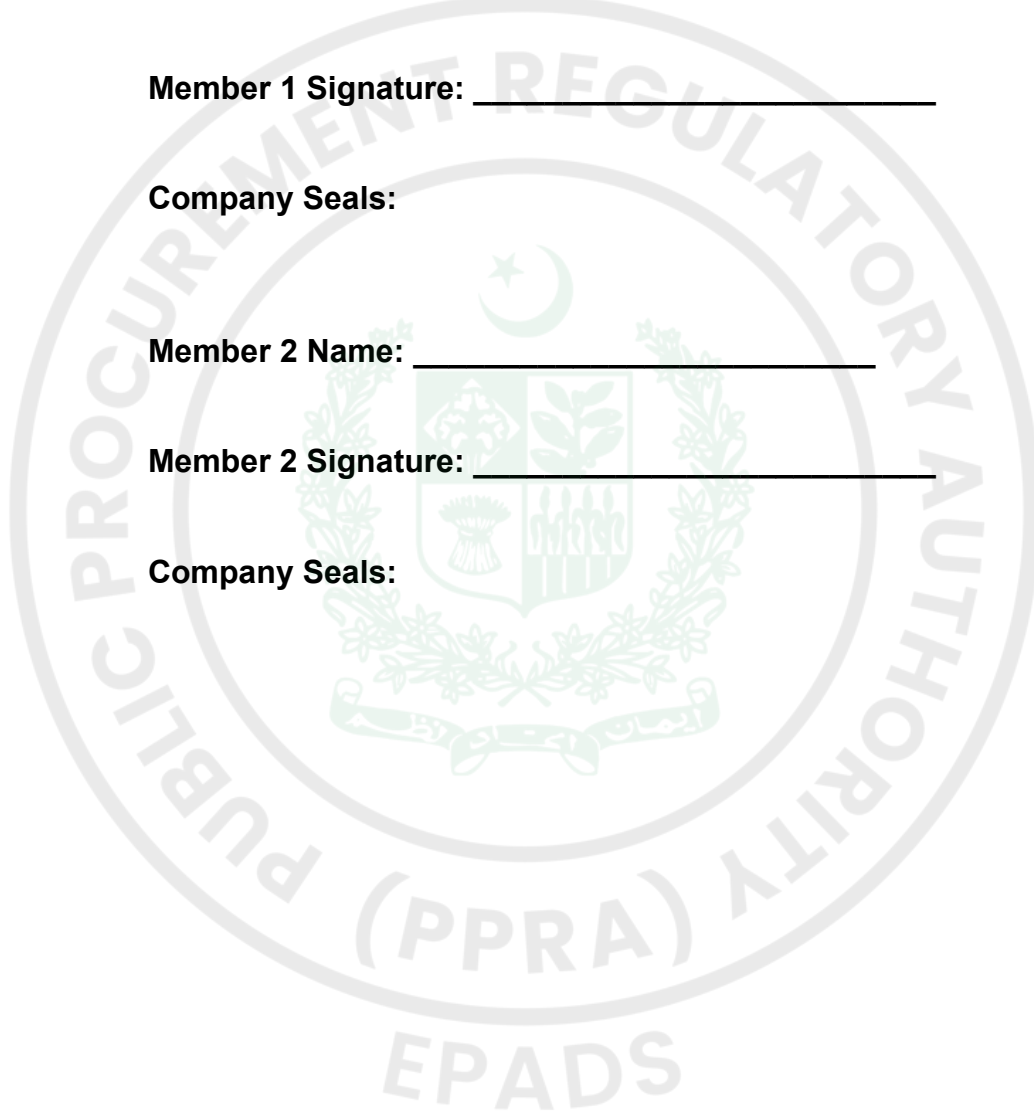
Member 1 Signature: _____

Company Seals:

Member 2 Name: _____

Member 2 Signature: _____

Company Seals:



ANTI-COLLUSION CERTIFICATE

We hereby certify and confirm that in the preparation and submission of our Proposal, we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which s or could be regarded as anti-competitive.

We further confirm that we have neither offered nor will offer any illegal gratification in cash or kind to any person or agency in connection with the instant Proposal.

Dated this the.....Day of.....2026

.....
(Name of the Bidder)

.....
(Signature of the Authorized Person)

.....
(Name of the Authorized Person)

Note:

1. *On the Letter head of the Bidder*
2. *To be executed by both members in case of JV*

Names of all members in case of JV:

Authorized Signature: _____

EXPERIENCE & FINANCIAL STATEMENT FORMAT**Experience of Bidders**

Name of Member: (in case of JV the details of the Operator shall be provided)

S. No.	Qualification Criteria	F.Y 2023-24	F.Y 2024-25	F.Y 2025-26
1	Collection, transportation and safe disposal of municipal solid waste including horticulture waste etc. (approx. Tons / annum)			
2	Annual billing from collection, transportation and safe disposal of municipal solid waste etc. (Certified Annual billing in Rupees)			
3	Experience in handling of fleet and manpower for mechanized transportation / lifting of municipal Solid Waste. (Manpower, Number of vehicles, including compactors, managed)			

Supporting Documents

The following documents, specified for each category and tasks under each category, would need to be submitted to support the Bidder's claim of experience stated in the tables above.

S. No.	Qualification Criteria	Supporting Documents
1	Collection, Transportation and disposal of Municipal solid waste etc. (Approx. Tons / Annum)	Copy of agreement with Client for relevant years along with letter of client indicating that work performance is satisfactory.
2	Annual billings details	Certificate of client verifying the payments made against the collection, transportation and disposal of solid waste etc. Attach: Work Orders & Completion Certificates

FINANCIAL PROPOSAL FORM
(To be submitted in separate sealed envelope)

Sector: _____

We hereby quote the following lump-sum monthly amount for performance-based sanitation services:

Monthly Bid Amount (PKR): _____

Monthly Bid Amount (In words): _____

Annual Bid Amount (PKR): _____

Annual Bid Amount (In words): _____

Bid amount includes:

All labor
All vehicles & fuel
All maintenance
All taxes etc.

Signature: _____

Seal: _____

The rates quoted should be free from cutting, erasure & over-writing. The rates quoted shall be inclusive of all Govt. taxes applicable at the time of each monthly payment.

LITIGATION HISTORY DECLARATION
(On Stamp paper of relevant value)

The Bidder shall declare:

- Any ongoing litigation in last 5 years
- Any contract termination by Government body
- Any blacklisting history

If none:

“We hereby declare that we have no litigation or blacklisting record.”

.....
(Signature of the Authorized Person)

.....
(Name of the Authorized Person and designation)

Manpower and Vehicle fleet details

1- Contractor have to provide Manpower and Vehicle fleet details for each sector separately after proper site survey.

Sector	No. of Dumpers	No. of Compactors	No. & Detail of Supporting Machinery	No. of Lorry Loaders	No. of drivers	No. of Sanitary workers

Note: All the above provided data must be supported by documents.

.....(Signature of the Authorized Person)

..... (Name of the Authorized Person and designation)

Past Experience / Contracts

Contracts over <i>[insert amount]</i> during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination



Historical Contract Non-Performance, and Pending Litigation and Litigation History

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

☐ Not debarred due to deviation from commitment of Bid Securing Declaration- ☐ Not debarred due to non-performance			
Year	Non-performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PKR equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
☐ Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.3 as indicated below.			
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), US\$ PKR Equivalent (exchange rate)

<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>
☐ No consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4. ☐ Consistent history of court/arbitral award decisions in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.4 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), PKR Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Agency: <i>[insert full name]</i> Address of Procuring Agency: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Agency" or "Supplier"]</i> Court/ arbitral award decision: <i>[Indicate if the award decision was against the Applicant or any member of a joint venture.]y]</i>	<i>[insert amount]</i>

Current Contract Commitments / Works in Progress

Bidders and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Current Contract Commitments					
No.	Name of Contract	Employer's Contact Address, Tel, Fax	Value of Outstanding Work [Current Eq. PKR]	Estimated Completion Date	Average Monthly Invoicing Over Last Six Months [Eq. PKR/month]
1					
2					
3					
4					
5					

Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: [insert full name]

Date: [insert day, month, year]

Joint Venture Member Name: [insert full name]

IFP No. and title: [insert IFP number and title]

Page [insert page number] of [insert total number] pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous [insert number] years, [insert in words] (amount in currency, currency, exchange rate*, PKR equivalent)				
	Year 1	Year 2	Year 3		
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 14 for the exchange rate

3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for [number] years pursuant Section III, Qualifications Criteria and Requirements. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
 - (b) be independently audited or certified in accordance with local legislation.
 - (c) be complete, including all notes to the financial statements.
 - (d) correspond to accounting periods already completed and audited.
- ☐ Attached are copies of financial statements¹ for the [number] years required above; and complying with the requirements.

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Average Annual Turnover (Annual Sales Value)

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual Turnover Data			
Year	Amount Currency	Exchange rate* (If applicable)	PKR equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Turnover **	

* Refer ITA for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA.