


**OUR VISION**

A world of peace, compassion and justice where all people achieve fulfillment.


**OUR MISSION**

To tackle poverty and its causes by developing innovative and sustainable solutions.


**OUR VALUES**

Each person has the right to live and be treated with respect and dignity.

 Ref# 5215

Date: April 01, 2024

Muslim Aid is a registered British non-profit organization that was established in the UK in 1985 and is working globally in 11 countries. The organization works to serve humanity and relieve poverty, through its socio-economic projects for WASH, education, livelihoods, and health, whilst also aiming to respond to emergencies within 72 hours regardless of race, religion, or gender. Muslim Aid Pakistan's country office was established in 2005 under the under-Trust Act 1882.

Muslim Aid takes this opportunity to request you to quote for **"Plantation of Olive Trees"**

M/S name: \_\_\_\_\_

From: Procurement Department

Address: \_\_\_\_\_

Muslim Aid

## 1. Financial Proposal

Sr#	Name of Item	Description	Unit	Quantity	Unit Cost	Total Cost
1	Olive Trees	Plantation of Olive trees including planting and water for one week Pranshu, Lesion, Marilion Age 2 Year Height 5 Feet	No's	8000		
<b><u>Total Cost Inclusive of all Taxes &amp; Transportations</u></b>						

Detail of location for Plantation of the Olive trees including planting and water for one week. (Pranshu/Lesion/Marilion)					
S#	Village Name	Tehsil	UC	District	Provenance
1	Killi Dirgai Sarghara	Bori	Kuch Amaqzai	Loralai	Balochistan
2	Shin Kass	Bori	Shahkareez	Loralai	Balochistan
3	Killi Yaseen Zai	Bori	Shahkareez	Loralai	Balochistan
4	Killi Kanobi Malla Khail	Bori	Shahkareez	Loralai	Balochistan

Muslim Aid Pakistan Office:

Executive Business Plaza, First Floor Hall E-11/2, Islamabad, 44000, Pakistan Ph: +92 51 2305356-8

Fax: +92 92 51 2305293, Email: info@muslimaid.org.pk website: www.muslimaid.org.pk, Trust Reg# 24340


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5	Killi Molvi Bakhtiyar Adda	Killa Saifullah	Bandat Meerzai	Killa Saifullah	Balochistan
6	Killi Rodh jogezai agriculture wall	Kila Saifullah	Sharan Jogazai	Killa Saifullah	Balochistan
7	Killi Fazal ur Rehmen Abdul Star	killi Saif Ullah	UC # 11 Bandat	Killa Saifullah	Balochistan
8	Sultana Abad	Muslim Bagh	Town Muslim Bagh	Killa Saifullah	Balochistan
9	Killa Malik Annyat	Muslim Bagh	kan Mehtarzai	Killa Saifullah	Balochistan
10	Killi Koztalary	Muslim Bagh	kan Mehtarzai	Killa Saifullah	Balochistan
11	Killi urgas Abdul Rehman	Muslim Bagh	Uc Urgas	Killa Saifullah	Balochistan

## 2.General Terms & Conditions

### 2.1 General

- Quoted price for the above items shall be inclusive of all kinds of govt. taxes and duties as per prevailing Tax Laws of Govt. of Pakistan, Transportation, and Customs Clearance and port taxes (if any)
- All quoted amounts will be considered tax included GST should be mentioned separately.
- All prices must be quoted in Pak rupees.
- Any damage, loss, theft, and demurrages outside the premises of Muslim Aid (Pakistan) shall be the responsibility of the supplier/agent.
- Withholding tax as per government prevailing rates shall be deducted at the time of payment.
- Payment shall be made in the form of a cross cheque within 21 days after acceptance of delivery and subsequent submission of the invoice to the Muslim Aid (Pakistan).  
**Note: Payment will be processed as per the provision of budget from the donor**
- Muslim Aid reserves the right to reject any or all quotations without assigning any reason thereof.
- Expected delivery time must be mentioned in your quotation.
- Incomplete Bids/ documents or quotations submitted shall not be entertained.

### 2.2. Bid Submission Requirements

- The following documents should be accompanying the RFQ/Tender.
  - CDR/DD 3% of the total bid value, NTN # 2713341-9** Cross cheque will not be acceptable
  - Updated Company Profile (if the company already submitted the profile with any other tender, please ignore)
  - Valid NTN/GST Certificate and active tax filer certificate.
  - Any of the above mentioned is found missing, the quotation may be rejected

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**2.3 Sealed Quotations addressed to “Purchase Committee” clearly mentioned at the top of the envelope Ref# 5215 – Plantation of Olive Trees should be sent at Muslim Aid Address via courier only (by email or by hand quotation will be considered rejected) before April 22, 2024 (Monday- 1500 hrs.)**

**Mailing Address:** Muslim Aid Pakistan Office: Plot No. 1 -4, First Floor, Executive Business Centre, Main Double Road, FECHS, E-11/2, Islamabad

### 2.3. Validity of Bid

Bids shall remain valid for at least 03 months from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.



For Muslim Aid (Sign & Seal) \_\_\_\_\_ bidder (Sign & Seal) \_\_\_\_\_

## 2. Declaration of Conflict of Interest

I/We have completed this form (s) accurately at the time of reply and it is agreed that all responses can be substantiated, if requested to do so, any inaccuracy in the information filled herein will be used as grounds for removal from or termination of the bidding process.

I/We confirm that I/We are not insolvent, in receivership, bankrupt, or being wound up, our business activities have not been suspended and we are not the subjects of legal proceedings for any of the foregoing.

I/We confirm that I/We have fulfilled our obligations to pay taxes and social security contributions.

Signed by: ..... For and behalf of: .....

Position in Company: ..... Date.....

If you see any violation of rights or any incident of corruption, please contact us at:

[complaints@muslimaid.org.pk](mailto:complaints@muslimaid.org.pk)

Muslim Aid has zero tolerance for corruption & bribery and is committed to listening and addressing any violation of rights of aid workers, suppliers, contractors, our beneficiaries, and communities.

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