



# WATER & SANITATION AGENCY (LDA)

ZAHOOR ELAHI ROAD, BLOCK-B, GULBERG-II, LAHORE.

042-99268355 Ext.235

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## INSTRUCTIONS TO BIDDERS / CONSULTANCY FIRMS

1. The consultant should quote rate after careful study of bid document.
2. The rates should be quoted both in figures as well as in words.
3. Bid will remain valid for a period of 90 days.
4. No proposal will be received telegraphically or by post.
5. Conditional proposal will not be accepted.
6. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Punjab PPRA Rules 2014, Rule 35.
7. Bids received after due time, mentioned in LOI, shall not be entertained and marked as rejected.
8. Standard Contract Agreement for consultancy services Issued by Pakistan Engineering Council (PEC) shall be applicable.
9. Any Consultant feeling aggrieved by any act of Procurement Agency after submission of his bid may lodge a written complaint concerning his grievance not later than ten (10) days after the announcement of bid evaluation report.
10. Each page of bid shall be duly signed and stamped by the bidder, failing to which the bid shall be rejected.
11. Hiring of Consultancy Services against 3<sup>rd</sup> Party Validation will be carried out under "Least Cost Selection" and "PPRA Rule 46-A" procurement method. Proposal must be submitted in sealed envelope.
12. The sealed bid / proposal, complete in all respect in accordance with the instructions provided in LOI, shall be received at the Office of Dy. Managing Director (Engg.) WASA, Head Office, Zahoor Elahi Road, Gulberg-II, Lahore on 22.07.2023 by 02:00 PM, and will be opened at 02:30 PM on the same day.
13. In case of public holiday(s), the last date of submission / opening of proposals will be the next working day with the same schedule.