

Bid Document
for
Spare Parts and Maintenance of Vehicle
Bhutan Livestock Development Corporation Limited



Requested by:

Bhutan Livestock Development Corporation Limited

Box: 2078, Namtog Lam, Khangkhulu, Thimphu, Bhutan

Telephone No: +975 02 -365520

Website: <https://www.bhutanlivestock.bt/>





འབྲུག་སྐྱོན་རྒྱུ་འཕེལ་ཚད་འཛུགས།
Bhutan Livestock Development Corporation Limited
Corporate Head Office
Thimphu: Bhutan
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A. General Terms and Conditions:

1. The Bid must be submitted at or before **January 31, 2025, at 11:00 am (BST)** to the Bhutan Livestock Development Corporation Limited and the bids shall be opened on the same day at **2:30 pm (BST)**
2. Any bid received after the deadline for submission of bids prescribed by the BLDCL, shall be declared as "late" and shall be returned unopened to the bidder.
3. The bidders shall submit a copy of
 - valid licenses
 - Tax clearance
 - other necessary documents along with the bids.
4. The Bidders shall submit the duly filled and completed Integrity Pact along with the bidding document. The bid shall be considered incomplete if the Integrity Pact is not submitted with the bidding documents.
5. The Bidder's rate must be quoted for delivery at Bhutan Livestock Development Corporation Limited, Namtog Lam, Khangkhulu, Thimphu, Bhutan. The rate quoted should be valid for a period of one (1) year from the date of award of work and must be inclusive of freight, insurance, charges, levies, and taxes.
6. The BLDCL reserves the right to increase or decrease the quantity of items tendered at the time of placing the supply order, without any change in the price or other terms and conditions.
7. The BLDCL reserves the right to call quotations and receive the same in the form of email or fax, directly from the manufacturers in India and other countries and compare the rates with those offered by the local suppliers. If need be, BLDCL reserves the right to purchase the items directly from the manufacturer without assigning any reason thereof.
8. If the successful bidder fails to supply the materials as specified in the supply order, BLDCL shall cancel the order for the quantity not supplied and source it from other firms for immediate requirement. However, the BLDCL shall recover the difference between the contract rate and the actual price paid to the other firms as liquidated damages from the supplied bill amount.



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9. The bid shall be accompanied by a bid security of Nu. 5,000.00 in the form of a Demand Draft, Cash Warrant, or unconditional Bank Guarantee valid not less than 90 days from the date of bid submission drawn in favor of Bhutan Livestock Development Corporation, Thimphu, and the same shall be returned on finalization of the Bids. Any bid not accompanied by bid security shall be treated as non-responsive.

In case if a Bidder withdraws the bid during the period of bid validity the bid shall be forfeited or if the successful Bidder, to whom the notification of award for the supply is presented, refuses or neglects or fails to furnish the required performances Security, the bid security shall be forfeited.

10. The Successful bidder must furnish 10% of the total quoted price as a Performance Security Deposit only in the form of a Demand Draft, Cash Warrant, or Unconditional Bank Guarantee in favor of the Bhutan Livestock Development Corporation Limited, Thimphu before signing a contract with the Bhutan Livestock Development Corporation Limited. This Performance Security Deposit shall be retained for One (1) year and it shall not accrue any interest during the performance of the contract. In case of failure to supply the materials as per the specification/sample, the contract shall be terminated by forfeiting the Performance Security Deposit and second lowest bidder will be asked to supply the goods at his quoted rate. Withdrawal/ suspension from supplying after winning the Bid will also result in forfeiture of the Performance Security deposit.

11. The Supply of material must be completed within 30 days from the date of issue of the Supply order; **failing to supply the goods within the stipulated time, a penalty of 0.1% per day shall be deducted from the bill amount to the maximum of 10% of the total bill value.**

12. No extension of the supply date shall be entertained without written consent from BLDCL to that effect.

13. At the given point in time, the BLDCL reserves the right to reject the inferior quality of the material and require replacing the defective/inferior quality materials at the Supplier's cost. The rejected materials should be lifted by the supplier within a week. After the expiry of the above time period, the BLDCL shall not be responsible for any damage or loss of the material



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from the premises of BLDCL.

14. The BLDCL shall communicate the damages/shortages, if any. The Supplier shall be responsible for replacing/rectifying the damages/shortages within a reasonable period of time to the satisfaction of the BLDCL.
15. The Payment shall be made within one month by the BLDCL from the date of receipt of the material if no damages/shortages occur.
16. The Bank charges for the preparation of the TT/RTGS transfer shall be borne by the supplier.
17. The BLDCL and the Supplier shall make every effort to resolve mutually any disagreement or disputes in connection with the contract/supply.
18. BLDCL will order as and when required or some items may not be ordered due to changes in circumstances of the company.

19. Sealing and Marking of Bids

The bidders shall seal the original and copy of the bidders in separate envelopes, duly marked as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.

The outer envelopes shall:

- a. Sealed tenders containing the bids shall be marked as Tender for
"SUPPLY OF SPARE PARTS AND MAINTENANCE OF VEHICLE FOR THE YEAR 2025" and submit to the following address:
CHIEF EXECUTIVE OFFICER,
BHUTAN LIVESTOCK DEVELOPMENT CORPORATION LIMITED,
P.O.BOX. NO. 2078,
NAMTOG LAM, KHANGKHULU, THIMPHU, BHUTAN.
- b. The inner envelopes shall also indicate the name and address of the bidder.
- c. If the outer envelope is not sealed and marked as required, the procuring entity will assume no responsibility for the misplacement of the bidders.

20. Evaluation and Award of the Bid

Evaluation will be carried out by the Committee and will be awarded to the bidder offering

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as per the Specification and not limit to Lowest bid price.

- b. The successful bidder will execute an agreement with BLDCL.

21. Dispute and Complaints

- a. Bhutan Livestock Development Corporation Limited shall not entertain any disputes with regard to the item once the tender process is completed and the award is made.
- b. In the event of any disputes arising during the tender process with regard to procedures on the day of tender, the decision of BLDCL Limited Tender Committee shall be final and binding.
- c. Any disputes during the supply contract period, shall dealt as per the Procurement Manual of BLDCL and in accordance with the laws of the Kingdom of Bhutan.

22. Right to Accept, Reject, and Withdraw

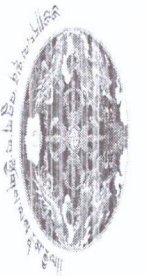
- a. BLDCL shall reserve the right to re-tender if the specification is not as per the BLDCL requirement.
- b. BLDCL reserves the right to accept or reject any and/or all bids in the best interest of BLDCL.
- c. This bid expressly limits acceptance to the terms and conditions stated herein. Any additional and/or different terms proposed by the bidder are objected to and hereby rejected.
- d. In case of any dispute or problem with regard to the tender, the decision of the committee will be final and binding.

23. Authority to Debar or Suspend

Reasons for debarment or suspension from participation in future sealed bids include, but are not limited to the following reasons:

- a. Failure to deliver for the item or all items awarded.
- b. Deliberate failure without good cause to perform in accordance with specifications or within the time limit provided.





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Lot 1: Supply of Vehicle Spare Parts for the Year 2025

SI #	Name of Items	Unit	Toyota	DCM	Toyota	Isuzu	SML	Mahindra	Eco
			Fortuner Rate (Nu.)	(Eicher) Rate (Nu.)	Frezeer Van Rate (Nu.)	Hi- Lander Rate (Nu.)	Refrigerated Truck Rate (Nu.)	Bolero Rate (Nu.)	Van Rate (Nu.)
1.	Air Filter	No							
2.	Fuel Filter	No							
3.	Mobile Filter	1pcs							
4.	Brake Pad	1pcs							
5.	Brake shoe	1pcs							
6.	Pressure plate	1pcs							
7.	Clutch plate	1pcs							
8.	Clutch release bearing	1pcs							
9.	Bearing front wheel inner	1pcs							
10.	Bearing front wheel outer	1pcs							
11.	Bearing rear axle	1pcs							
12.	Cam shaft oil seal	1pcs							
13.	Steering Damper	1pcs							
14.	Rain Guard	1pcs							
15.	Fan belt	1pcs							



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36.	Jack & Lever	1pcs							
37.	Crown Pinion	1pcs							
38.	Tail Pinion	1pcs							
39.	Tools set	No							
40.	Oil seal tail pinion	1pcs							
41.	Shock absorber bush each	1pcs							
42.	Shock absorber front each	1pcs							
43.	Shock absorber rear each	1pcs							
44.	Spring bush rear	1pcs							
45.	Spring bush Front	1pcs							
46.	Wheel bolt front	1pcs							
47.	Thermostat valve	1pcs							
48.	Timing belt	1pcs							
49.	Wheel bolt rear	1pcs							
50.	Glow plug	1pcs							
51.	Radiator cap	1pcs							
52.	Bolt stud for front axle	1pcs							
53.	Spacer rear axle bearing	1pcs							
54.	Front wheel check nut	1pcs							
55.	Bearing center support	1pcs							



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56.	Wiper assembly	1pcs																		
57.	Wiper blade	1pcs																		
58.	Wiper arm	1pcs																		
59.	Front wheel check nut lock	1pcs																		
60.	Cylinder kit clutch master	1pcs																		
61.	Cylinder kit clutch release	1pcs																		
62.	Cylinder kit clutch disc brake	1pcs																		
63.	Cylinder kit clutch accumulator	1pcs																		
64.	Injector nozzel	1pcs																		
65.	Brake oil Dot '3'	1pcs																		
66.	KM cable	1pcs																		
67.	Battery	1pcs																		
68.	Stabler bush	1pcs																		
69.	Coolent	1pcs																		
70.	Power steering oil	1pcs																		
	Distilled Water	1pcs																		
	Washing oil	1pcs																		
	Carbon self	1pcs																		
	Dash board polish	1pcs																		
75.	Body polish	1pcs																		



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76.	Mobile	1pcs																	
77.	Gear oil	1pcs																	
78.	Grease	1pcs																	
79.	Main leave spring	1pcs																	
80.	2nd leave spring	1pcs																	
81.	3rd leave spring	1pcs																	
82.	4th leave spring	1pcs																	
83.	Fan belt	1pcs																	
84.	Power steering belt	1pcs																	
85.	Water pump	1pcs																	
86.	Fog light	1pcs																	
87.	Horn	1pcs																	
88.	Fush	1pcs																	
89.	FID-service kit	1pcs																	
90.	Wind Shield glass	1pcs																	
91.	Window glass	1pcs																	
92.	Door pad	1pcs																	
93.	Door Lock	1pcs																	
94.	Wheel nut bold	1pcs																	
95.	Seat cover	1pcs																	



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96.	C.B. Joint Boot	1pcs							
97.	Kerosine	1pcs							
98.	Washer (big)	1pcs							
99.	Washer(small)	1pcs							
100	Mud guard	1pcs							
101	Brake Junction	1pcs							
102	Brake disk	1pcs							
103	Brake disk Assy.	1pcs							
104	Brake calaver	1pcs							
105	Looking Mirror Inner	1pcs							
106	Looking Mirror Outer	1pcs							
107	Foot mat	1pcs							
108	Dash Board Lock	1pcs							
109	Car stereo with FM	1pcs							
110	Car stereo with FM/CD/MP3	1pcs							



Lot 2: Labour Charges for Maintenance of Vehicle for the Year 2025

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Sl. #	Name of Items	Toyota Fortuner	DCM (Eiche r)	Isuzu Single Cabine	Toyota Freze r Van	Isuzu Hi-Lande r	SML Refrigerat ed Truck	Mahind ra Bolero	Eco Van
		Rate (Nu.)	Rate (Nu.)	Rate (Nu.)	Rate (Nu.)	Rate (Nu.)	Rate (Nu.)	Rate (Nu.)	Rate (Nu.)
1	SUSPENSION SYSTEM								
1.1	Complete Spring bush changing								
1.2	Spring bush changing per set of spring								
1.3	Spring rechambering per set of spring								
1.4	Spring leaf changing eash spring								
1.5	Coil spring changing								
1.6	Shock absorber changing each								
1.7	Shock absorber bush changing								
1.8	Stablizer bush changing each								
1.9	Shackle plate/ pin changing each								
2	BRAKE SYSTEM								
2.1	Brake adjusting each wheel								
2.2	Brake servicing each wheel								
2.3	Brake pad changing front bolt wheel								
2.4	Brake shoe changing rear wheel								
2.5	Brake shoe changing front wheel								
2.6	W.C. kit changing each front wheel								
2.7	W.C. kit changing each rear wheel								
2.8	Font brake caliper kit changing								
2.9	Master cylender kit changing								



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2.1	0	Master cylinder assy. changing																	
2.1	1	Brake disc removing and re-fitting																	
2.1	2	Brake booster kit changing																	
2.1	3	Brake booster assy. changing																	
2.1	4	Wheel drum turning/facing each																	
2.1	5	Brake disc turning / facing																	
3		EXHAUST SYSTEM																	
3.1		Silencer bracket / mounting changing																	
3.2		Silencer box removing and re-fitting																	
3.3		Water servicing																	
4		TRANSMISSION SYSTEM																	
4.1		Clutch plate changing																	
4.2		Clutch release kit changing																	
4.3		Clutch master cylinder kit changing																	
4.4		Clutch release cylinder assy. Changing																	
4.5		Clutch master cylinder assy. changing																	
4.6		Pressure plate changing																	
4.7		Fly wheel bearing changing																	
4.8		Release bearing changing																	
4.9		Spider kit changing each																	
4.1		Tail pinion oil seal changing/ crown pinion																	





4.1	Tail pinion bearing changing / welding																		
4.1	Different over hauling / welding																		
4.1	Center bearing changing																		
4.1	Gear box over hauling																		
4.1	King pin over hauling both side																		
4.1	Knuckle oil changing																		
4.1	Front axel oil seal changing, greasing																		
4.1	Rear axel oil seal changing, greasing																		
4.1	Front hub oil seal changing each																		
4.2	Rear hub oil seal changing each																		
4.2	Wheel bolt changing each																		
4.2	Front wheel bearing changing																		
4.2	Hub greasing each wheel																		
4.2	Hub greasing Full																		
4.2	Propeller shaft cross bearing changing each																		





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8.9	Raidiator servicing/repair																		
8.1	Raidiator horse pipe																		
9	ENGINE																		
9.1	Engine oil/ changing																		
9.2	Engine oil & filter changing																		
9.3	Air cleaner/ servicing																		
9.4	Air cleaner /changing																		
9.5	Tappet cover gasket changing																		
9.6	Head gasket changing																		
9.7	Glow plug changing																		
9.8	Timing belt changing																		
9.9	Timing gear cover oil seal changing																		
9.10	Cam shaft oil seal changing																		
9.11	Oil pressure switch changing																		
9.12	Tappet adjusting																		
9.13	Main bearing oil seal																		
9.14	Crank shaft grinding																		
9.15	Valve facing each valve																		
9.16	Engine head removing & re-fitting																		
9.17	Engine block boring																		



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9.1 8	Piston ring									
9.1 9	Oil pump gear changing									
9.2 0	Engine cleaning									
9.2 1	Spark plug changing each									
9.2 2	Spark plug servicing each									
9.2 3	Distributor point servicing									
9.2 4	Ignition timing adjusting with timing									
9.2 5	Distributor condensor									



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INTEGRITY PACT

1. General:

Whereas **Mr. Dophu Dukpa, Chief Executive Officer** representing the **Bhutan Livestock Development Corporation Limited**, Royal Government of Bhutan, hereinafter referred to as the “**Procuring agency**” on one part, and *(Name of bidder or his/her authorized representative, with power of attorney) representing M/s. (Name of firm)*, hereinafter referred to as the “**Bidder**” on the other part hereby execute this agreement as follows:

This agreement shall be a part of the standard bidding document, which shall be signed by both the parties at the time of purchase of bidding documents and submitted along with the tender document.

2. Objectives:

Whereas, the Procuring agency and the Bidder agree to enter into this agreement, hereafter referred to as IP, to avoid all forms of corruption or deceptive practice by following a system that is fair, transparent and free from any influence/unprejudiced dealings in the bidding process¹ and contract administration² with a view to:

- 2.1 Enabling the Procuring agency to obtain the desired contract at a reasonable and competitive price in conformity to the defined specifications of the works or goods or services; and
- 2.2 Enabling bidders to abstain from bribing or any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also refrain from bribing and other corrupt practices.

3. Scope:

The validity of this IP shall cover the bidding process and contract administration period.

4. Commitments of the Procuring agency:

The Procuring agency Commits itself to the following: -

- 4.1 The Procuring agency hereby undertakes that no officials of the Procuring agency, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favor or any material or immaterial benefit or any other advantage from the Bidder, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process and contract administration.
- 4.2 The Procuring agency further confirms that its officials shall not favor any prospective bidder in any form that could afford an undue advantage to that particular bidder in the bidding process and contract administration and will treat all Bidders alike.

¹ Bidding process, for the purpose of this IP, shall mean the procedures covering tendering process starting from bid preparation, bid submission, bid processing, and bid evaluation.

² Contract administration, for the purpose of this IP, shall mean contract award, contract implementation, un-authorized sub-contracting and contract handing/ taking over.



4.3 Officials of the Procuring agency, who may have observed or noticed or have reasonable suspicion shall report to the head of the employing agency or an appropriate government office any violation or attempted violation of clauses 4.1 and 4.2.

4.4 Following report on violation of clauses 4.1 and 4.2 by official (s), through any source, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings shall be initiated by the Procuring agency and such a person shall be debarred from further dealings related to the bidding process and contract administration.

5. Commitments of Bidders

The Bidder commits himself/herself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of the bidding process and administration particular commits himself/ herself to the following:-

5.1 The Bidder shall not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favor, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the Procuring agency, connected directly or indirectly with the bidding process and contract administration, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding process and contract administration.

5.2 The Bidder shall not collude with other parties interested in the contract to manipulate in whatsoever form or manner, the bidding process and contract administration.

5.3 If the bidder(s) have observed or noticed or have reasonable suspicion that the provisions of the IP have been violated by the procuring agency or other bidders, the bidder shall report such violations to the head of the procuring agency.

6. Sanctions for Violation:

The breach of any of the aforesaid provisions shall result in administrative charges or penal actions as per the relevant rules and laws.

6.1 The breach of the IP or commission of any offence (forgery, providing false information, misrepresentation, providing false/ fake documents, bid rigging, bid steering or coercion) by the Bidder, or any one employed by him, or acting on his/her behalf (whether with or without the knowledge of the Bidder), shall be dealt as per the terms and conditions of the contract and other provisions of the relevant laws, including Debarment Rules.

6.2 The breach of the IP or commission of any offence by the officials of the procuring agency shall be dealt as per the rules and laws of the land in vogue

7. Monitoring and Administration:

7.1 The respective procuring agency shall be responsible for the administration and monitoring of the IP as per the relevant laws.

7.2 The bidder shall have the right to appeal as per the arbitration mechanism contained in the relevant rules.



We, hereby declare that we have read and understood the clauses of this agreement and shall abide by it.

The parties hereby sign this Integrity Pact at (place)_____ on (date)_____

Affix
Legal
Stamp

Affix
Legal
Stamp

PROCURING AGENCY

BIDDER/REPRESENTATIVE

CID

CID:

Witness

Witness:

Name

Name:

CID

CID:

