

Tender Reference Number: 02/2018

Issue Date of Tender: 20-8-2018

BIDDING DOCUMENT

Supply of Office Stationery & Other Items



Law and Justice Commission of Pakistan

Second Floor, Block-I, Supreme Court Building

Constitution Avenue, Islamabad

Phone # 051-9209412, Fax: 051-9214797

INVITATION FOR BIDS
Supply of Office Stationery & Other Items

The LAW AND JUSTICE COMMISSION OF PAKISTAN (LJCP) invites sealed bids from the manufacturers/distributors/suppliers registered under the Sales Tax Act for Supply of Office Stationery & Other Items during financial year 2018-19.

The bid should accompany Earnest Money/Bid Security of **5%** of the quoted value (refundable) in the shape of Bank Draft/Pay Order/Banker Cheque (only) in favour of the Law and Justice Commission of Pakistan.

Single Stage-One Envelop procedure shall apply. Bids enclosed in an envelope with the Earnest Money/Bid Security/Banker Cheque must reach the undersigned on or before 10-9-2018 at 11:00 a.m.

The successful bidder will be bound to supply the required items according to the approved quality and quoted prices within seven(7) days of placement of purchase order from time to time.

Bids will be opened on the same day at **11:30 a.m.** in the presence of Bidders or their representatives in the **Conference Room of the LJCP, Block-I, 2nd Floor, Supreme Court Building, Constitution Avenue, Islamabad.**

Complete Bidding Document may be downloaded from www.ppra.org.pk and www.ljcp.gov.pk websites or may be obtained from the Secretariat of the Law and Justice Commission of Pakistan.

Incomplete, ambiguous and conditional bids shall not be accepted. Bids can be submitted by post or delivered in the Law and Justice Commission of Pakistan at Block-I, 2nd Floor, Supreme Court Building, Constitution Avenue, Islamabad.

Raja Muhammad Faisal Iftikhar
Deputy Secretary-Admin
Law and Justice Commission of Pakistan
Islamabad.
Phone: 051-9209412

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1: GENERAL CONDITIONS FOR BIDDING

1.1: Clarification of Bidding Documents

A prospective bidder requiring any clarification(s) in respect of the Bidding Document/s may contact the Deputy Secretary-Admin, Law and Justice Commission of Pakistan (LJCP) by email, fax or registered post at faisal@ljcp.gov.pk, 051-9214797 and Block-I, 2nd Floor, Supreme Court Building, Constitution Avenue, Islamabad, respectively. The Deputy Secretary-Admin will respond to any query for clarification prior to the deadline for the submission of bids.

1.2: Amendment of Bidding Documents

- (a) At any time prior to the deadline for submission of bids, the LJCP may, for any reason, modify the Bidding Document by issuing an addendum.
- (b) Any addendum thus issued shall be part of the Bidding Document and shall be made available online on the official websites of PPRA and LJCP.
- (c) The LJCP may at its discretion extend the deadline for the submission of bids.

1.3: Eligible Bidders

Bidding is open to all firms meeting the following criteria:

- (a) The Bidder shall be a manufacturer/distributor/ supplier.
- (b) The Bidder must have successfully completed at least three (03) contracts of similar nature and size as requisitioned under the Bidding Document. Documentary evidence to this effect must be provided with the bid, which includes a copy of the contract/purchase order.
- (c) The Bidder should not be blacklisted.
- (d) The Bidder should be on the Active Taxpayer List (ATL) of Federal Board of Revenue (FBR).
- (e) The Bidder should be registered under the Sales Tax Act with a National Tax Number (NTN), General Sales Tax (GST) and Vendor Number.

1.4: Documents Comprising the Bid

The bid shall comprise of the following documents:

- (a) Bid Form (available in the Bidding Document).
- (b) Bidder's information Form (available in the Bidding Document).
- (c) Price Schedule Form (available in the Bidding Document).
- (d) Power of attorney/ authorization letter in accordance with section 2 (2.4).
- (e) Earnest Money/Bid Security.
- (f) Declaration on stamp paper by the Bidder that his firm is not blacklisted.
- (g) Copies of NTN, General Sales Tax, Vendor Number and ATL.
- (h) Evidence of Tax Return.

1.5: Sufficiency of bid

Each Bidder shall satisfy himself before Bidding as to the correctness of his bid and of the prices entered for the proper execution of the bid.

Prior to the detailed evaluation of bids, the Law and Justice Commission will determine whether

the Bidder fulfills all requirements of eligibility criteria as per section 1.3. If the Bidder does not fulfill any of these conditions, it will not be evaluated further.

1.6: Criteria for Bid Evaluation

- (a) The cost of bid should be inclusive of supply of the Goods. No separate cost shall be entertained.
- (b) The bidder should quote one price for each item. Two or more prices for one item will be treated as non-responsive so far as it relates to that quoted item.
- (c) Bidder shall bid for all Goods as mentioned in the schedule of requirement form.
- (d) Bidders cannot bid for partial quantities of an item in the schedule of requirement. THE BID MUST BE FOR THE WHOLE QUANTITY OF ANY ITEM REQUIRED IN THE SCHEDULE OF REQUIREMENT.
- (e) Any bid found as conditional or in any manner whatsoever ambiguous will be treated as non-responsive and will be rejected.

1.7: Cost of Bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid and the Law and Justice Commission of Pakistan will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

1.8: Earnest Money/Bid Security

- (a) Each Bidder shall furnish the required Earnest Money/Bid Security in favour of the Law and Justice Commission of Pakistan. The Earnest Money/Bid Security shall be valid for a period as specified in the Bidding Data Form.
- (b) Any bid not accompanied by Earnest Money/Bid Security shall be rejected by the LJCP treating it as non-responsive.
- (c) The Earnest Money/Bid Security of an unsuccessful Bidder will be returned to him after the award of the contract.
- (d) The Earnest Money/Bid Security of the successful Bidder(s) will be returned on satisfactory performance of Job or supply of relevant item(s).
- (e) The Earnest Money/Bid Security of the successful Bidder(s) may be forfeited, if he fails to timely deliver the good(s).
- (f) The Earnest Money/Bid Security of the successful Bidder(s) may be forfeited, if he withdraws his bid during the period of bid validity or does not accept the correction of his bid Price in pursuance of section 3 (3.13).

1.9: The Goods

- (a) The Goods delivered should be new as per samples provided and in no case used or refurbished.
- (b) If the concerned officers of the LJCP reject any Good during its opening due to any justifiable reason, then the successful Bidder will be bound to replace it within the delivery period at his own cost.

1.10: Dispute Resolution

In the case of a dispute between the LJCP and the successful Bidder, the dispute shall be decided in accordance with the laws of the Islamic Republic of Pakistan.

1.11: Rejection of Bids

Bid may be rejected if:

- a) Eligibility criteria is not met as per section 1.3.
- b) Bid is submitted without the required Earnest Money/Bid Security.
- c) Bid is received after the specified date and time as per the Bidding Data Form.
- d) If the Bidder has no GST or NTN or Vendor Number.
- e) Any other major discrepancy found in the proposal.

**2: SUBMISSION OF BID
(Instructions to Bidders)**

- 2.1 The Bidder is expected to follow all instructions and specifications in the bidding document.
- 2.2 Failure to furnish all information required in the bidding document or to submit a bid not substantially responsive to the bidding document will be at the Bidder's risk and may result in the rejection of the bid.
- 2.3 The bid shall remain valid for the period stipulated in the Bidding Data Form.
- 2.4 The bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign. This shall be indicated by submitting a written Power of Attorney / letter authorizing the signatory of the Bidder to act for and on behalf of the Bidder.
- 2.5 Official seal shall be affixed on every page of the bid or shall be initialed by the person submitting the bid.
- 2.6 A bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.
- 2.7 The bid shall be delivered in person or sent by registered mail at the address given in the Bidding Data Form not later than the time and date stipulated therein.
- 2.8 The bid should be addressed to the Deputy Secretary-Admin, Law and Justice Commission of Pakistan. The name and address of the Bidder should also be available on the envelope to enable the bid to be returned unopened in case it is declared "Late".
- 2.9 A bid submitted through fax or e-mail shall not be considered.
- 2.10 Any bid received after the deadline will be returned unopened to the Bidder.
- 2.11 The Bidder may modify or withdraw his bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bid, is received by the LJCP prior to the deadline prescribed for submission of bids.
- 2.12 No bid shall be modified after the deadline for submission of bids.
- 2.13 No bid shall be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity. Withdrawal of a bid during this interval shall result in the forfeiture of the bid security.
- 2.14 The prices shall be fixed and must be inclusive of all relevant taxes. If a tax is not mentioned, then the offered price will be considered as inclusive of all prevailing /applicable taxes.
- 2.15 If these instructions to Bidders are not fully complied with, the bid may be rejected.

3: BID OPENING, CLARIFICATION AND EVALUATION

- 3.1 The bids will be opened in the presence of the Bidders or their representatives who choose to attend at the time, date and location stipulated in the Bidding Data Form.
- 3.2 Bidders or their representatives of the Bidders who choose to attend shall sign the attendance sheet.
- 3.3 The Bidder's name, bid price, the presence or absence of the Bid Security, and such other details as the LJCP at its discretion may consider appropriate, will be announced at the time of bid opening.
- 3.4 A substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Document.
- 3.5 A bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the Bidder by correction of the non-conformity.
- 3.6 LJCP will evaluate and compare the bids which have been determined to be substantially responsive.
- 3.7 The LJCP shall announce the result of the bid evaluation at least ten (10) days prior to the award of contract on the official websites of LJCP and PPRA.
- 3.8 No bid shall be rejected at bid opening, except the late bids, which shall be returned unopened to the Bidder.
- 3.9 The LJCP will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 3.10 Bids will be opened on the tender opening date as specified in the Bidding Data Form.
- 3.11 To assist in the examination, evaluation and comparison of bids, the LJCP may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.
- 3.12 The bids will be evaluated as per specifications laid down for each item proposed for purchase. The bids which do not conform to the prescribed specifications and terms and conditions of tender, will not be accepted.
- 3.13 If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures, the amount in words shall prevail. If the Bidder does not accept the corrected bid price, his bid will be rejected and his Bid Security shall be forfeited.

4: INSTRUCTIONS TO BIDDERS

4.1 Supply of Goods

- a) Goods shall be delivered at the LJCP Secretariat within the specified time as mentioned in the Bidding Data Form at the cost of the successful Bidder.
- b) If any fault /defect occurs in the Goods, it will be replaced/rectified by the Bidder at his own risk and cost.

4.2: Process To Be Confidential

- a) No Bidder shall contact any officer of the LJCP on any matter relating to his bid from the time of the bid opening to the time the bid evaluation result is announced.
- b) Any effort by a Bidder to influence any officer of the LJCP in the bid evaluation, bid comparison or contract award decisions may result in the rejection of his bid.
- c) Whereas, any Bidder feeling aggrieved may lodge a written complaint after the announcement of the bid evaluation result. However, a mere fact of lodging a complaint shall not warrant suspension of the procurement process.

4.3 Award of Contract

- a) The LJCP shall award the Contract to the Bidder(s) whose bid has been determined to be substantially responsive to the Bidding Document. The LJCP reserves the right to:-
 - i) increase or decrease the quantity of the Goods without any change in the unit price or other terms and conditions(as per PPRA Rules).
 - ii) accept or reject any bid and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected Bidders or any obligation to inform the affected Bidders of the grounds for the LJCP's action except that the grounds for its rejection of all bids shall upon request be communicated to any Bidder who submitted a bid without justification of the grounds.
- b) Notice of the rejection of bids shall be given to the Bidders.
- c) The LJCP observes the highest standard of ethics during the procurement and will reject a bid at any stage if it determines that the Bidder recommended for award has engaged in any corrupt or fraudulent practices in competing for the contract in question.
- d) Prior to expiry of the period of bid validity, the LJCP will notify the successful Bidder in writing that his bid has been accepted.
- e) The successful Bidder shall be bound to furnish a performance guarantee as provided in the Bidding Data Form.
- f) Payment shall be made in Pak. Rupees after successful delivery of the Goods.
- g) All applicable taxes shall be deducted at source as per Government Rules.
- h) As the Law and Justice Commission of Pakistan notifies the successful Bidder that its bid has been accepted, the LJCP will send the Bidder the Contract Form provided in the Bidding Document incorporating all agreements between the parties.
- i) The successful Bidder shall sign and date the Contract Form and return it to the LJCP on the same day of the receipt of the said Contract Form.

5: BIDDING DATA FORM

- | | | |
|------|--|--|
| (1) | Brief description of work: | Supply of Office Stationery & Other Items. |
| (2) | Bid Currency: | The bid to be quoted in Pak. Rupees and the payment shall also be made in Pak. Rupees. |
| (3) | Deadline for submission of bid: | 11:00 AM on 10-9-2018. |
| (4) | Address for submission and opening of bid: | The Law and Justice Commission of Pakistan, Second Floor, Supreme Court Building, Constitution Avenue, Islamabad. |
| (5) | Time and date of Bid opening: | 11:30 AM on 10-09-2018 |
| (6) | Validity of bid: | 30-6-2019. |
| (7) | Value of Earnest Money/Bid Security | Five percent (5%) of the quoted value in the shape of Bank Draft/Pay Order/Banker Cheque (only). |
| (8) | Validity of Earnest Money/Bid Security | 30-6-2019. |
| (9) | Timeframe for completion: | The successful Bidder shall be bound to supply the Goods at location and time as specified in the Shedule of Requirement Form. |
| (10) | Performance Guarantee | Five percent (5%) of the bid price in the form of Draft/Pay Order/Banker Cheque. |

6. SCHEDULE OF REQUIREMENT FORM

Note: List of stationery items and others is annexed with the bidding document.

Venue: The Secretariat of Law and Justice Commission of Pakistan, 2nd floor, Supreme Court Building, Islamabad.

7: PRICE SCHEDULE FORM

Sr. #	Name of Goods	Unit Cost	Cost of all applicable taxes	Cost inclusive of taxes Col (3) + Col(4)	Quantity	Total Cost (inclusive of taxes)
Col (1)	Col (2)	Col (3)	Col (4)	Col (5)	Col (6)	Col (7)
1						
2						
3						
4						
5						
6						
7						
Grand Total						

Signature: _____

Seal: _____

8: BID FORM

LJCP Tender Reference No. _____

Bid Reference No. _____

To:

The Deputy Secretary-Admin,
Law and Justice Commission of Pakistan
Supreme Court Building, Islamabad.

Dear Sir,

- (1) Having examined the Bidding Document, we, the undersigned, being a company doing business under the name of and address _____ and being duly incorporated under the laws of Pakistan hereby offer to submit the bid for Goods.
- (2) We, the undersigned, offer to supply Goods in conformity with the said Bidding Document for the sum of Rs. _____.
- (3) As security for due performance of the undertakings and obligations of this bid, we submit herewith an Earnest Money/Bid Security/Bankers Cheques provided in clause 7 of the Bidding Data Form.
- (4) We undertake to deliver and complete the supply of Goods within the time as provided in the Schedule of Requirement Form.
- (5) We agree to abide by this bid upto its valid period as mentioned in the Bidding Data Form and it shall remain binding upon us and may be accepted by LJCP at any time before the expiry of that period.
- (6) We understand that you are not bound to accept the lowest or any bid you may receive.
- (7) We do hereby declare that the bid is made without any collusion, comparison of figures or arrangement with any other person or persons making a bid.

Dated _____, 2018

Signature _____

Name of Bidder: _____

Address: _____

Mobile #: _____

Seal: _____

10: CONTRACT FORM

THIS AGREEMENT made the ____ day of _____ 2018 between the Law and Justice Commission of Pakistan (hereinafter called the "Purchaser") and [_____ name of Supplier _____](hereinafter called the "Supplier").

WHEREAS the Purchaser invited bids for the Goods (as set out in the schedule of requirement form) and has accepted the bid of the Supplier for the supply of quoted Goods in the sum of [_____ contract price in words and figures _____].

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the GENERAL CONDITIONS OF CONTRACT referred to.
2. The following documents collectively referred to as "the Bidding Document" shall be deemed to form and be read and construed as part of this agreement, viz.:
 - a. The Bid Form and the Price Schedule Forms submitted by the Bidder;
 - b. The Schedule of Requirements;
 - c. GENERAL CONDITIONS OF CONTRACT;
 - d. SPECIAL CONDITIONS OF CONTRACT;
 - e. The Award of Contract;
 - f. Earnest Money/ Bid Security; and
 - g. Performance Guarantee.
3. In consideration of the payments to be made by the Purchaser to the Supplier, the Supplier hereby covenants with the Purchaser of the Goods in conformity in all respects with the provisions of the Bidding Document.
4. The supplier will be bound to supply the required items according to the approved quality and quoted prices within seven(7) days of placement of purchase order from time to time.
5. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods, the tender price.

IN WITNESS whereof the purchaser and the supplier hereto have caused this agreement to be executed in accordance with the relevant laws the day and year first above written.

Signature of the Purchaser: _____

Signature of the Supplier: _____

Date: _____

Date: _____

Seal: _____

Seal: _____

Address: _____

Address: _____

Witness-1: _____

Witness-2: _____

Designation: _____

Designation: _____

CNIC: _____

CNIC: _____

Address: _____

Address: _____

11: GENERAL CONDITIONS OF CONTRACT

1. Definitions

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

- a) "The Bidding Document" shall include the following documents and forms:
 - i. Invitation to Bid;
 - ii. General Conditions for Bidding;
 - iii. Instructions to Bidders;
 - iv. Bidding Data Form;
 - v. Schedule of Requirement Form;
 - vi. Bid Form;
 - vii. Price Schedule Form;
 - viii. Contract Form;
 - ix. General Conditions of Contract; and
 - x. Special Conditions of Contract.
- b) "The Contract" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form signed by the Purchaser and Supplier, including all attachments and appendices thereto and all documents incorporated by reference therein.
- c) "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- d) "The Goods" means Office Supplies which the Supplier is required to supply to the Purchaser under the Contract.
- e) "GCC" means the General Conditions of Contract contained in this section.
- f) "SCC" means the Special Conditions of Contract.
- g) "The Purchaser" means the organization purchasing the Goods, as named in SCC.
- h) "The Supplier" means the entity supplying the Goods.
- i) "Day" means calendar day.
- j) "The Supply Site," where applicable, means the place named in SCC.

2. Application

These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

3. Standards

The Goods supplied under this Contract shall conform to the standards mentioned in the Bidding Document.

4. Inspection

4.1 The Purchaser or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Purchaser. The Bidder shall provide sample of each item to be procured which will be retained by the purchaser.

4.2 Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject the Goods and Supplier shall replace the rejected Goods to meet specification requirements free of cost to the Purchaser.

4.3 The Purchaser's right to inspect, test and, where necessary, reject the

Goods after the Goods' arrival at the Purchaser's delivery point shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Purchaser or its representative prior to the Goods' shipment from the factory/warehouse.

4.4 Nothing in GCC Clause 4 shall in any way release the Supplier from any warranty or other obligations under this Contract.

5. Delivery and Documents Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirement Form.

6. Transportation The Supplier is required under the Contract to transport the Goods to LJCP.

7. Payment The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and upon fulfillment of other obligations stipulated in the Contract.

8. Contract Amendments No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the Purchaser and the Supplier.

9. Delays in the Supplier's Performance 9.1 Delivery of the Goods shall be made by the Supplier in accordance with the time schedule prescribed by the Purchaser in the Schedule of Requirement Form.

9.2 Delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages, unless an extension of time is agreed upon pursuant to GCC Clause 12.2 without the application of liquidated damages.

10. Liquidated Damages If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the tender price, as liquidated damages, at the rate of ten (10) percent of the tender price of the delayed Good(s) and LJCP reserves the right to adopt any course permissible and the firm shall be blacklisted.

11. Termination for Default 11.1 The Purchaser, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

- (a) if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Purchaser; or
- (b) if the Supplier fails to perform any other obligation(s) under the Contract.
- (c) if the Supplier, in the judgment of the Purchaser has engaged in corrupt and fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

"corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process

or the execution of a contract, collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty.

11.2 In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner as it deems appropriate, Goods similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods. However, the Supplier shall continue performance of the Contract to the extent not terminated.

12. Force Majeure

12.1 For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

12.2 If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

13. Notices

13.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party's address specified in SCC and by facsimile.

13.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

14. Taxes and Duties

Supplier shall be entirely responsible for all taxes, duties etc., incurred until delivery of the contracted Goods to the Purchaser.

15. Governing Language

The Contract shall be written in the language specified in SCC.

16. Applicable Law

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

12. 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 General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—**The Purchaser is:** The Law and Justice Commission of Pakistan (LJCP).

GCC 1.1 (j)—**The Supply Site is:** At a location as specified in the "Schedule of Requirement Form".

2. Inspections and Tests (GCC Clause 4)

GCC 4.1—**Inspection and tests prior to supply of Goods and Services at final acceptance are as follows:**The Purchaser or its representative shall have the right to inspect and or to test the supplies at the LJCP to confirm their conformity to the Contract specifications at no extra cost to the Purchaser.

3. Payment (GCC Clause 7)

GCC 7 —The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

Payment shall be made in Pak. Rupees against each work order.

4. Governing Language (GCC Clause 15)

GCC 15—The Governing Language shall be English.

5. Notices (GCC Clause 13)

Purchaser's address for notice purposes:

Name of Officer: Raja Muhammad Faisal Iftikhar

Complete Address: The Law and Justice Commission of Pakistan,
Second Floor, Supreme Court Building, Constitution Avenue, Islamabad.

Phone Number: 051-9209412

Supplier's address for notice purposes:

Name of Officer: _____

Complete Address: _____

Phone Number: _____