

Invitation for Tender and Instructions to Bidder(s)

M/S _____

SUB: PROCUREMENT OF (SEAL KIT SHAFT)

Dear Sir(s),

Pakistan International Airlines Head Office Karachi is pleased to invite sealed tenders for the items as mentioned in attached list (Schedule-A).

The terms & conditions of the tender / supplies are given as below:-

a) PREPARATION & SUBMISSION OF TENDER

1. Tender documents can be prepare / submit on
Single Stage Two Envelope basis.

Both envelopes should be separately sealed, (and marked as) **Technical Proposal & Financial Proposal.**

- Bids should be dropped in the tender box placed at the main entrance of SCM Building Pakistan International Airline Near PIA Head Office Karachi Airport Karachi (Terminal-1) marked as "**Tender Box Commercial Purchases**" latest by **(06-04-2020) Monday, until (10:30)Hrs.** Bids shall be opened on the same date/day/avenue **at (11:00 hours).**
- Bids may also be dispatch through registered Courier, which must reach before the closing date / time (mentioned above) on the following address:

General Manager
Procurement
Supply Chain Management Department Building
Pakistan International Airlines Karachi Airport Pakistan 75200
Near PIA HO/Terminal No-1, JIAP Karachi.
Ph: 0091 21 99044423

Tenders received **after stipulated date & time** shall not be entertain/consider for bidding purpose. The Corporation will not be responsible for any postal delays due to any reasons. The decision of General Manager Procurement in this respect shall be final and binding.

Sign & Official Seal of Bidder

B). PREPARATION OF TENDER

The Tenders document should be contain two envelopes and each envelope should be sealed individually as follows:

- **Technical Proposals** (Envelope) should contain following documents
 - a. Technical Literature / Brochures of item.
 - b. Samples (where applicable)
 - c. Authority Letter (In the name of Rep. of Participating)
 - d. Tender Fee in shape of **P.O PKR. 6,000/=** (for local/foreign) in favor of **“Pakistan International Airline”, tender fee not refundable.**
 - e. Signed **Copy** of **Duly Filled (Schedule-A) compulsory.**
 - f. Copies of all Applicable Certificates

i.e. **“Mandatory Requirements, Affidavit & Check List”**

- **Financial Proposals** should contain:

Price/rate /brand name **Duly filled (Schedule-A) compulsory.**

 - a. Prescribed Tender Form (All Pages mentioning Rates/ Quotes).
[Each page should be filled, signed & bearing company’s seal].
 - b. **Pay Order of Earnest Money 02 % of the Bid.** (for local/foreign) in favor of **“Pakistan International Airline” Refundable)**

* Note: Non-submission of above required docs shall make the bid liable for REJECTION, even found at any stage

- **Financial Proposals** shall remain sealed and in the custody of PIA until the evaluation report (on basis of Technical literature & samples) is issued by **Competent Evaluation Committee (CEC).**
- **Evaluation Report** shall be uploaded on PIA / PPRA website for 10 days for bidders to contest (if they need). They may lodge their grievances to grievance committee within this stipulated time.
- **Financial Proposal** of only technically qualified bidder(s) will be opened on later stage (to be informed successful bidders) Remaining Those bidders who will not qualify in Technical Evaluation their Financial Proposals shall be **returned as un-opened..**

C). ACCEPTANCE / REJECTION OF TENDER

PIA does not pledge herself to imperatively accept the lowest bid, but reserves the right:

- To accept or reject any or all bids / quotations as per PPRA rules.
- To divide business among more than one supplier; or
- To accept the tenders at rates on lowest individual items; or
- To extend the date of opening as per PPRA rules.

D). REGISTRATION / CERTIFICATION:

Bidders **MUST** be registered with or certified by

- a. Taxation Authorities (GST/ NTN). [Attach copy]
- b.. Authorization from the Principal (if Authorized Agent / Distributor)
[Attach Copy]
[Original may be asked to show at time of tender opening]

Sign & Official Seal of Bidder

E). Instructions for Foreign Bidders:

Both Foreign and local bidders are required to deposit tender fee (with Technical Proposal) & Earnest Money in (with Financial Proposal) respectively, and there is no exemption of tender fee/ earnest money to any bidder(s). **Earnest Money may be deposited either in the shape of :**

- (i) Pay Order from any scheduled bank must be made** in the name of: M/s. Pakistan International Airlines, **OR**
(ii) Wire Transfer the payment may be made to “Pakistan International Airlines” .

Bank and Account Details are as under:

Beneficiary Name: Pakistan International Airlines
IBAN: GB26HABB60951110389501 (USD Account)
SWIFT: HABBGB2
IBAN: GB26 HABB 6095 1110 3895 15 (For all Other Currencies)
SWIFT: HABBGB2L
Bank Name/add: Habib Allied Bank Intl. London, 65 White Chapel Road London E1 2LD.

1. INCO TERM: CFR KARACHI (SCM BUILDING PREMISES).
2. The quote must specify delivery time after placement of Purchase Order.
3. Payment terms will be NET THIRTY DAYS (NTD).
Bids through e-mail shall not be entertained.

Yours truly,

for Pakistan International Airlines

GM (Procurement)

Sign & Official Seal of Bidder

Encl:

1. Tender Schedule-A
2. Mandatory Requirement / Terms & Conditions
3. Undertaking
4. Integrity Pact

Notes: Prescribed Tenders form may also be downloaded from www.piac.com.pk and www.ppra.org.pk

Tender Schedule "A"

Tender Ref #:18011857

		SPECIFICATION						
PARTICULARS (Description) PART NO	Description	USE/Applicability	UP / UOM	QTY	BRAND NAME	Country of Manufacture	Prod. Date	
1030847-P1	SEAL KIT SHAFT	FOR AC VAN TLD	Ea	04				

UNIT RATE PKR / USD / GBP / OTHERS	GST As Applicable	EXTENDED VALUE PKR / USD / GBP / OTHERS	REMARKS
	Total		
Offered delivery schedule: _____	2 % Earnest Money		
	Grand Total		

Note: Please avoid cutting / over writing, using correction fluid while filling in this Tender Schedule.

Authorized Signatures (of the Bidder): _____

Official Seal of the Company:

**MANDATORY REQUIREMENTS
AFFIDAVIT & CHECK LIST**

TENDER REFERENCE NO: 18011857

1	We are participating as: (Tick where applicable) Manufacturer / Producer / Authorized Distributor / Whole Seller / General Order Supplier / Stockiest None of All.	Our Principals are M/ s: _____ [Note: Please attach Copy as applicable]
2	We are registered with following Authorities and our Registration Numbers are: _____ Note: 1. Please write ' <u>N/A</u> ' where Not Applicable. 2. Please attach Copies of notified Documents.	GST : _____ NTN : _____ ISO : _____ PSQCA : _____ OTHERS: _____
3	We have attached: Note: [Don't write any amount in Earnest Money's column, if it is Single Stage Two Envelop Bid]	Tender Fee (Rs) : _____ [In Tech. Prop] * Earnest Money: _____ [In Finance. Prop] ** [Please Do Not write Amount here]
	* P.O / CR. No _____ Drawn on Bank: _____ Branch: _____ ** P.O / CR. No _____ Drawn on Bank: _____ Branch: _____	
4	Offered item will be from Fresh Stock and Minimum Expiry shall be (1) One Years.	
5	Our offered item(s) contains Warranty / Guarantee.	No / Yes _____ Years / Months (By Manufac.)
6	Product Specific "MANDATORY" Requirements Size: _____ Color: _____ Brand Equivalent To: _____ We are submitting Quality Samples Qty _____ ea along with our Technical bid.	
7	We shall make deliveries free of all charges, and as per schedule given in tender / Purchase Order.	
8	We are quoting JUST ONE RATE (inclusive of all taxes, mentioned separately) that are firm & final in all respects, and shall be valid for 180 days or extendable countable from the date of tender opening.	
9	We have attached (duly signed and affixed sealed) Integrity Pact on our letter head. The same shall be submitted by us (along with Contract Agreement) on Stamp Paper if tender is awarded to us.	
10	We are agreed for Payment terms Net Thirty Days (NTD), and Income Tax deduction at source.	
11	We understand that the required quantities may be increased / decreased by 15 %.	
12	I / We do hereby affirm that: I / we have read and understood the terms and conditions of the tender as mentioned above & agreed that our bid is in line with the terms and conditions of this tender. Whatever is written above is true to the best of my knowledge and belief. I / we are fully aware that my / our bid may be rejected if; at any time, any of the entry is found wrong / false. This tender is filled in; the signature & affixing the company's seal on all pages are by me.	

Name : _____ Designation * : _____

Address: _____

_____ E-Mail : _____

Cell No: _____ Tel No : _____ Fax No: _____

Authorized Signature (Bidder): _____ Company's Seal : _____

* **Note:** Please specify whether you are signing as:

- : Sole Proprietor or Attorney (if Proprietorship)
- : Active Partner or Attorney (if Registered under Partnership Act)
- : Secretary / Director / Manager (if Registered under Company's Ordinance)

(To be submitted on Rs. 100 Stamp Paper)

General Manager Procurement
Procurement & Logistics Department
Pakistan International Airlines.
Karachi

Subject: Undertaking to Execute Contract

Dear Sir,

We/I, the undersigned bidders do hereby confirm, agree and under take to do following in the event our / my tender for supply of

_____ to PIA is approved and accepted:

That we / I will into and execute the formal contract, a copy of which has been supplied to us / me, receipt whereof is hereby acknowledge and which has been studied and under stood by me / us without any change, amendment, revision or addition thereto, within a period of seven days when required by PIA to do so.

That all expense in connection with the preparation and execution of the contract including stamp duty will be borne by us / me.

That we / I shall deposit with PIA the amount of security as specified in the contract which shall continue to e held by PIA until three months after expiry of the contract period.

That in event of our / my failure to execute the formal contract within the period of seven days specified by PIA the Earnest money held by PIA shall forfeited and we / I shall not question the same.

Bidders Signature: _____

Name in full: _____

Designation: _____

Address: _____

Phone/Fax No: _____

CNIC: _____

Seal : _____

Date: _____/_____/2020

INTEGRITY PACT / DISCLOSURE CLAUSE

(To be submitted on Company's Letterhead)

Declaration of Fees, Commissions and Brokerage Etc. Payable by the Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services & Works _____ the Seller / Supplier / Contractor hereby declares its intention not to obtain the procurement of any Contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative sub-division or agency thereof or any other entity owned or controlled by it (GOP) through any corrupt business practice.

Without limiting the generality of the forgoing the Seller / Supplier / Contractor represents and warrants that it has fully declared the brokerage, commission, fees 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 consultation fee or otherwise, with the object of obtaining or including the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from Government of Pakistan, except that which has been expressly declared pursuant hereto.

The Seller / Supplier / Contractor 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 Government of Pakistan and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

The Seller / Supplier / Contractor accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts 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 Government of Pakistan under any law, contract or other instrument, be void-able at the option of Government of Pakistan.

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

(End)