

PAKISTAN INTERNATIONAL AIRLINES
SUPPLY CHAIN MANAGEMENT ISLAMABAD

Dated: March 19, 2018
NIIAP/04/2018

REF: Project Logistics/BBIAP-

M/S

Sub: **Logistic Services required for the Transportation, Packing, Heavy Loading, Provision of container Storage, shifting of PIA Equipment/vehicles, Office Furniture & Official Records from Current BBIAP to NIIAP, Islamabad.**

Dear Sirs,

We are pleased to invite your sealed quotations/tenders for the Contract mentioned above. In case of more than one Schedule; separate tender for each schedule should be furnished. The terms & conditions of the tender/ supplies are given below:-

A) SUBMISSION OF TENDER

1. You are required to send your tenders addressed to General Manager Projects (NIIAP), Admin Block, BBIAP, Islamabad latest by March 30, 2018 10:30 Hrs. You may also send your tenders through registered A/D mail addressed to General Manager Projects (NIIAP); which must reach before the closing date and time mentioned above. Tenders will be opened at 11:00 hours the same day in the presence of tenderers, who may choose to attend the tender opening.
2. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for postal delays. The decision of General Manager Projects (NIIAP) / General Manager Logistics in this respect shall be final and binding.
3. Bidders are required to submit a Pay Order of Rs.3000/- (Non-Refundable) as tender fees along with Technical Proposal (Local Bidders).

B) EARNEST MONEY (Local Bidders)

The Tender should be accompanied a Pay Order payable (valid for 90 days from the date of tender opening) equivalent to 5 % of total bid value in the name of M/S PAKISTAN INTERNATIONAL AIRLINES as interest free Earnest Money (Refundable). Earnest Money in any other shape shall not be accepted. Earnest / Security Money deposited against a running contract (s) purchase orders(s) shall not be

transferable as earnest money for any other tender. All tenders without Earnest Money shall not be considered.

C) SECURITY DEPOSIT (Local Bidders)

The Earnest Money of the successful bidder/s; upon award of Contract / Purchase Order will be converted into Security Deposit.

D) PREPARATION OF TENDER “Single Stage Two Envelope Basis”

- The BID (Tender) submitted shall comprise of a single package containing two sealed envelopes, each envelope shall be marked and will contain “**FINANCIAL**” and “**TECHNICAL**” proposal.
- On the given tender opening date only “**Technical Proposal**” will be opened in the presence of tenderers available.
- The “**Financial Proposal**” shall be shown to the parties but will be retained with PIA without being opened.
- After Technical Evaluation of the received **Technical Proposals**, **Financial Proposals** will be opened publicly at the date, time & venue to be announced and will be communicated to the bidders in advance.
- PIA will open the “**Financial Proposals**” publicly of the parties whose **Technical Proposals** have been found acceptable.
- **Financial Proposals** of the technically not-acceptable bids shall be returned un-opened to the respective bidders.

E) PREPARATION OF TENDER - TECHNICAL PROPOSAL:

All mandatory requirements are given in the Schedule. Please give all the available technical details of the items offered by you, supported with the technical literature, brochure, drawings and pictures, client list details, authorization certificates etc. BIDS / Tenders / Technical Proposal received shall be evaluated in accordance with the given technical specifications.

PIA’s minimum eligibility requirements with Technical Specifications are given.

Bidders **MUST**:

- Be registered with Sales Tax Authorities. (Please attach copy of Registration Certificate).
- Quote Rates, GST, and other taxes separately.
- Bid on Prescribed Performa “**SCHEDULE – A**” issued by PIA.
- Affix the company seal on all tender documents.

Mention clearly Tender Reference on **TOP RIGHT CORNER OF PROPERLY SEALED ENVELOPE, BEARING COMPANY’S STAMP**

F) PREPARATION OF TENDER – FINANCIAL PROPOSAL

The tenders should be enclosed in double cover. The inner cover should be sealed having enclosed the following documents:

- a) Schedule "A" duly filled in, signed and sealed.
- b) Original Pay Order for Earnest Money.
- c) Undertaking on Rs. 100/= above non-judicial Stamp Paper duly signed and stamped by a Public Notary Oath Commissioner.
- d) The outer cover should bear address of the General Manager Projects (NIIAP), Admin Block, BBIAP, Islamabad and reference number of the tender with opening date of tender.
- e) All information about the services /material proposed to be supplied must be given as required in the schedule to tender.

G) PRICES

- a) The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order / Contract.
- b) The Prices must be stated both in words and figures. Additional information, if any must be linked with entries on the Schedule to Tender.
- c) Offers must be valid for 90 days.

H) DURATION OF CONTRACT

This is a 100% Time Barred Contract where Completion of Job within the agreed time period by the Contractor is mandatory and delays will implement penalties in the form of deductions from total contract payment @ 5% per delayed day or part thereof on the part of contractor.

I) ACCEPTANCE OF TENDER

PIA do not pledge themselves to accept the lowest tender and reserve the right to accept or reject any or all tenders / quotations, divide business among more than one supplier or accept the tenders at rates on lowest individual items or extend the date of opening without assigning any reason.

General Manager Logistics (PIA)

Enclosed:

Schedule A

Evaluation Criteria

SLA Draft

Integrity Pact

Undertaking to Execute the Contract

DRAFT AGREEMENT

This agreement is made on _____ between Pakistan International Airlines Corporation, existing and operating under Pakistan International Airlines Corporation Act 1956 (XIX of 1956) and having its Head Office at PIA Building, Karachi Airport, Karachi (hereinafter called the "PIA" which expression shall include its administrators, legal representative and sign of the One Part and "M/s _____" a company incorporated in the Islamic Republic of Pakistan and having its registered office at Address _____ (hereinafter called the **Contractor**) of the Other Part.

Whereas, **PIA** requires the services of a Logistics Company for a complete transportation solution that includes supply of packing material & packing labor for packing, securing, loading of PIA Equipment, Stores & tools, Vehicles, Office Furniture and Official Records at the current BBIAP Airport location and transport / shift to the NIIAP location; offload and arrange all goods at the designated areas; also arrange and deliver 6x40 HC Containers at NIAAP for the long-term secure storage of PIA Equipment & Tools more precisely described in Schedule of this Agreement; **AND** Whereas the **Contractor** has agreed to provide the required logistics services / transportation solution described in Schedule; Subject to the terms and conditions given herein below:-

ARTICLE – 1 SCOPE OF AGREEMENT

The Contractor shall provide packing material & packing labor for packing, securing, loading of PIA Equipment, stores & tools, Vehicles, Office Furniture and Official Records at the current BBIAP location and transport / shift to the NIIAP location; offload and arrange all goods at the designated areas; also arrange and deliver 6x40 HC Containers at NIAAP for the long-term secure storage of PIA Equipment & Tools; as described in Schedule of this Agreement along with terms and conditions and made an integral part hereof; to PIA as per the Shifting Dates finally confirmed by the PIA Management.

ARTICLE – 2 TERMS OF THE AGREEMENT

2.1 The Agreement shall become effective immediately upon signing by both parties.

2.2 The shifting is required to be completed from 5th April till 25th April 2018 (both days included), however PIA has the right to change these dates at any time in compliance to instructions received from PIA Management. The Contractor must accept and comply with the new dates without any extra costs whatsoever.

2.3 This Agreement is linked with the timely start of PIA operations at the NIIAP and any delays or default from the Contractor side will correspond to huge collateral damages to PIA.

2.4 PIA will strictly monitor the performance of the Contractor and will immediately terminate the Agreement on unsatisfactory performance at any stage of this Agreement.

2.5 PIA will have the right to get the job completed through other sources at the risk and expense of the Contractor.

2.6 Contractor is required to complete the shifting job within PIA Deadlines and delays will result in penalties in the form of payment deductions @5% of the contract amount per delayed day or part thereof.

ARTICLE – 3 NOTICES

The official address for the purpose of serving of any notice and / or correspondence shall be as follows:-

PAKISTAN INTERNATIONAL AIRLINES CORPORATION

Address: GM Projects, PIA Project office, Admin Block, BBIAP, Islamabad

Contractor M/s _____

Address: _____

ARTICLE – 4 VARIATIONS AND AMMENDMENT

The Schedule to this agreement has listed almost every possible item that needs to be packed, loaded and shifted; the Contractor also be given the complete opportunity to assess the requirements so no claims will be justified or entertained for any additional quantities. The contractor is expected to shift everything that is presented by PIA under this Agreement within the scope of this Agreement.

ARTICLE – 5 CORRESPONDENCES

Official correspondence related to this Agreement will be restricted between the Project Managers from either side to eliminate any confusions or delays during the entire period of Agreement.

ARTICLE – 6 OBLIGATIONS OF PIA

6.1 PIA will confirm a single POC for each Department delivering and receiving goods at either ends. The same POCs will be assisting the Contractor Team in preparing Box-wise Packing Lists, Marking and labeling of all Machines, equipment, tools and official records.

6.2 PIA will provide all necessary assistance on the timely security clearance of Labors, Equipment and Vehicles of the Contractor.

ARTICLE – 7 OBLIGATION OF THE CONTRACTOR

7.1 The Contractor must supply the required Packing material and Packing Labor asap after signing of the Agreement so that all items are securely and timely packed before the start of final shifting process.

7.2 The Contractor must provide necessary / authenticated data of all Loading Equipment, Cranes, Trailers, Labor and Supervisors before time to ensure PIA is able to arrange the Security Clearance.

7.3 Drives, Operators and Labors holding valid CNIC cards from the provinces of Sindh, Punjab and KPK must be used by Contractor to avoid any possible security clearance delays.

7.4 The Contractor is responsible for the safety of all items being shifted and will also ensure for the safety of PIA Installations and buildings etc during the loading / offloading and transportation job.

7.5 The contractor shall pay all Toll Tax and parking fee along with all other liable Taxes and Duties arising out of and / or in connection with the services provided by it as a consequence of performance of its contractual obligation under this agreement.

7.6 The contractor shall at its own cost maintain and keep in force, during the validity of this agreement or any extension hereof insurance coverage for vehicle, drivers, labor and hired staff and hold hired parties harmless against any claims, including but not limited to claims under Workmen's Compensation Act, the fatal accidents Act for any injury, loss or damage, including, death, which may arise from the Operation of Contractor Vehicle under this Agreement.

7.7 The Contractor shall be solely liable for and shall all time keep PIA / or employees indemnified and hold harmless against all liabilities, losses, claims, demands, suits, action and damage what so ever arising under any law to any person due to personal injury or death, or otherwise whomsoever or any damage to, or loss or destruction of any property directly or indirectly arising out of the performance of contractual obligation by the contractor, its employees under this agreement.

7.8 In case of an accident involving death, personal injury, or loss of property to any person not being PIA employees and PIA is obliged to settle any claim in this regard. In such event PIA shall be entitled to be reimbursed forthwith by the Contractor, and PIA shall further be entitled to recover any amount paid by it is the settlement of such claim from any amount or amount payable by it to the contractor whether under this agreement or otherwise.

7.9 The contractor hereby undertake that in the performance of services hereunder, he shall fully comply with laws pertaining to employment and other matter and further undertakes to assume entire liabilities of the settlement of any claims resulting from any injury or accident or otherwise at any time to its employees engaged in the performance of services under this agreement.

7.10 Apart from above obligation, the contractor shall be liable to perform all other acts required under the law and / or otherwise in connection with provisioning of transportation services under this agreement.

ARTICLE – 8 SECURITY DEPOSIT

8.1 The Contractor shall provide Pay Orderequal to a sum of 5% of total Contract value as interest free security deposit within 03 days of execution of this agreement.

8.2 This agreement shall not remain in force if the contractor fails to pay the security deposit within the time stipulated herein and PIA will have the right to sign immediate Agreement with alternate party.

8.3 PIA will refund the security deposit to the contractor after making necessary recoveries / adjustments of all liabilities of the contractor in soonest possible time after the successful completion of this Agreement.

ARTICLE – 9 PAYMENTS

9.1 In consideration of all transportation services provided under this agreement, the contractor shall be entitled to receive full payment upon satisfactory performance of its contractual obligation from PIA in the soonest possible time after submission of their Bill / Invoice along with all supporting documents.

ARTICLE – 10 NO BROKER

It is understood and agreed that no brokers have participated in bringing the parties together or in the negotiations, and preparation of this agreement and the contractor hereby warrants that price of the subject matter of this agreement hereby has not been enhanced or increased to accommodate directly and / or indirectly any commission of fees to any person or entity whomsoever. Contractor agrees to indemnify, and hold harmless PIA from and against all claims, demands, liabilities, damages, losses and judgment which may be suffered by, accrued against, changed to or are recoverable from PIA and which arises out of Contractor's action of negotiation with or in respect to Brokers / Agents. Notwithstanding anything contained hereinabove, in the event that at my future it is established that such commission and / or fees of any kind have been made by contractor to any Brokers and Agent or Persons or Entities whatsoever, such a sum shall be refundable immediately to PIA without prejudice to any other Rights or Remedies of PIA.

ARTICLE – 11 GOVERNING LAW AND DISPUTE RESOLUTION

11.1 This Agreement will be governed under the Laws of the Islamic Republic of Pakistan.

11.2 If any time during the validity of this agreement and dispute regarding this agreement arises between the parties, such dispute shall be settled amicably. If no amicable settlement of the dispute is made within 02 days of the notice of the dispute by one party to the other party, the matter shall be referred for immediate arbitration.

11.3 MD PIA or his nominee shall act as the sole arbitrator between the parties whose decision will be final and binding.

11.4 The seat of the arbitration shall be at Islamabad and parties agree to the exclusive jurisdiction of the courts at Islamabad.

11.5 The arbitration shall be conducted under arbitration Act 1940.

ARTICLE – 12 INSOLVENCY

Should the Contractor be adjudged insolvent or make or enter into any arrangement for composition with the creditors or would compulsorily or voluntarily commit breach of this agreement (not herein specifically provided), PIA shall have the right to declare this agreement terminated forthwith.

ARTICLE – 13 MISCELLANEOUS

13.1 This agreement embodies the entire agreement between the parties and supersedes all prior agreements, understanding and undertakings relating to the subject.

13.2 The Contractor warrants that it is bonafide and independent legal entity; working in its own name, accounts, and acknowledges that this agreement does not confer in any manner whatsoever upon it or any individual employed it, the status of any employee, worker, officer, agent of advisor of the Corporation.

13.3 The contractor shall not sublet, transfer or assign this agreement to any other party without prior written permission of PIA.

13.4 In case the contractor hires equipment and trailers from other sources, they must be fit and technically sound in terms of this agreement and the Contractor is entirely responsible for their performance during this Agreement. PIA will be fully indemnified by the contractor against any claim of any nature whatsoever arising out of such subcontractor / hiring.

13.5 If any law, requires that one or both the parties of this agreement, register this agreement pursuant to such a law, the entire cost of such registration shall be borne by the contractor.

13.6 Titles are inserted in this agreement for the purpose of reference and convenience and in no way defined, limit or describe the scope or intent of this agreement and are not to be deemed an integral part hereof.

13.7 The failure of either party at any time to require the performance by the other of any of the terms and provisions hereof shall in no way effect the right of that party thereafter to enforce the same nor shall the waiver by either party or any breach of any such terms are provisioned hereof taken or held to be waiver of succeeding breach of any such terms of provisions itself.

IN WITNESS WHEREOF The Parties hereinto set their hands on the day, month and the year
Mentioned hereinabove

For and on behalf of
Pakistan International Airlines Corporation

For and on behalf of Contractor

Signature & Seal _____
Name _____
Designation _____

Signature & Seal _____
Name _____
Designation _____

WITNESS:

Signature & Seal _____
Name _____
N.I.C _____
Address _____

Signature & Seal _____
Name _____
N.I.C _____
Address _____

SCHEDULE "A"

TO: M/s. _____

Logistic Services required for the Transportation, Packing, Heavy Loading and provisioning of Container storage, Shifting of PIA Stores/Equipment/Vehicles, Office Furniture & Official Records with labor from Current BBIAP to NIIAP, Islamabad.

Dear Sirs,

We are pleased to invite your sealed tenders/quotations for the Contract mentioned above.

Please drop or send via reputable courier service your sealed quotation / tender on or before **Friday / 30-03-2018** at 1030 hrs. enclosed in a Single Package / envelope duly marked as "Proposal for Transportation Tender" to the General Manager Projects, Admin Block, BBIAP, Islamabad for the packing, transportation, Loading and storage of PIA Equipment from BBIAP to New Islamabad Airport NIIAP. The detailed PIA List of Equipment is attached as ANNEX A to this Schedule.

Tender will be opened on: 30-03-2018 at 1100 hrs. Envelope containing tender, must bear PIA Ref No. and Date of Opening. PIA will not be responsible for any postal delay.

Pricing is required in below format. (Taxes if applicable would be mentioned separately).

S. No.	Description.	A/U	Qty.	Unit Price (PKR)	Total Price (PKR)
1	Supply of Packing Material and Labor at BBIAP as per PIA requirements.(see terms and conditions)	Complete Job	01 JOB		
2	Supply of Storage Equipment at NIIAP: A) 40 FEET CONTAINERS (Max. 5 Years old, Fresh Painted, Excellent Condition) B) 40 FEET CUSTOMIZED CONTAINERS / CABINS WITH WASHROOM FACILITY	Per CNTR Per CNTR	04 02		
3	Shifting / Transportation (with Loading & offloading) of PIA Equipment as per List (ANNEX A) from BBIAP to NIIAP as per PIA requirements.	Complete Job	01 JOB		

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

TERMS & CONDITIONS

1. **Tender Schedule:** ANNEX A is consisting PIA Departments-wise list of shifting items that need to be packed, loaded and shifted to NIIAP. Tenderers are expected to keep a 15% margin for any possible additions during the execution stage without addition in the Contract Amount.
2. **Pre Bid Meeting:** In order to give detailed briefing on the transportation job required against this tender and also to assess the capabilities of the intending tenderers; a Pre-Bid Meeting is scheduled at the Admin Block of PIA, Islamabad Airport on 29th March 2018 (0900 Hrs.). All intending tenderers are required to attend this meeting where they will be given the opportunity to give a small brief introduction about their company and related capabilities to handle such projects. They will also have the opportunity to ask questions from the concerned / available Departmental Heads of PIA related to this shifting project. The Departmental Heads will give marks to each and every tenderer that will be considered during the Technical Evaluation. A maximum of 2 members from each tenderer firm can participate in the Pre-Bid Meeting.
3. **Survey:** Due to time constraints, the dimensions and weights of a number of items were not available and have not been provided in the Schedule of this Tender. In order to give an equal opportunity to all the intending tenderers, to assess the actual shifting requirements and check the heavy / over-dimensional loads; a physical survey of each Department / Location will be organized on 29th March 2018 from 1030Hrs. to 1300 Hrs. at the current BBIAP Airport and then from 1500 Hrs. to 1700 Hrs. at NIIAP. For this purpose, the intended tenderers are required to give maximum 2 names per company on their official letterhead, their detailed particulars, attested copies of CNIC, 2 photographs of each rep, cell numbers before or during the Pre-Bid Meeting so that necessary security clearance is obtained for their Survey Visit. Photographs of Units may be taken during the Survey (if needed). All tenderers will be required to include their Survey Reports in their Technical Offers which will have Marks during the technical evaluation process.
4. **Transportation Plan:** A brief, well defined, practical and professional transportation plan is the essence of this contract. The shifting window is expected to be 72 to 96 hours during 5th till 25th April 2018 (both days included); the actual / final dates will be confirmed to the successful bidder/s when confirmed by the PIA top management. Some items may be required to be separately shifted well before the main shifting. The Packing job must complete before the actual shifting. All tenderers are required to include in their Technical Offer a detailed transportation plan, how they intend to do this shifting job at both locations, deployment of their labors, supervisors, loading equipment, trailers etc., and transportation route must be briefly explained in the transportation plan. Please also explain the Labeling and Marking of Packages in your transportation plan. Please note that the transportation plan will be the major criteria for selection of final contractor against this tender.

5. **Packing Material:** The Tenderers have to assess the Packing Material requirements that the contractor will have to provide at all concerned locations along with necessary packing labor at least 7 days before the date of actual shifting. The type of Packing Material will be as follows:
- Heavy Duty Large Palletized Cartons
 - Heavy Duty Large Wooden Boxes (loadable from both top and side)
With Lock provision
 - Bubble Wrap Rolls
 - Masking Tapes
 - Wooden Pallets
 - Heavy Duty Stripping Material and Catchers
6. **Storage Units:** We have storage limitations at NIIAP and require long-term and secure storage facility for our highly expensive and sensitive items, tools etc. As such, 4x40 Containers are required to be supplied / delivered at NIIAP against this tender. The Containers are expected to be in excellent condition to be used for storage over 2 years (minimum). In addition, 2x40 Customized Containers / Cabins with Washroom facility are also required to be supplied / delivered at NIIAP. The quantity of Containers may increase or decrease in the final Contract. The supplied containers after supply and installation by the contractor will be PIA property.
7. **Documents to Include in Tenders:** Apart from documents explained above, please include Company Profile, Company Registration Documents, Bank Certificates, Audit Reports, GST/NTN and other Registrations, Undertaking on Judicial Stamp Papers for No Litigation and no Blacklisting of Firm and all other documents that you consider; will help you to secure good marks during technical evaluation process.
8. **Pricing:** Contract will be awarded on a lump sum basis whereas tenderers are required to quote in the above format.

Please show the Taxes separately in your quoted price.

9. **Payment:** 100% payment will be made to the contractor after completion of job and against presentation of Invoice along with below documents:
- Contractor's pre-receipted Invoice in Triplicate
 - Job Completion Report duly signed by the General Manager (Project) NIIAP or his appointed Authorized Nominee
 - Copy of NTN Certificate with ATL Status
 - Copy of valid Professional Tax certificate

Note: Tender not meeting any of the above condition will be rejected by the PIA.

TENDERER'S SIGNATURE _____

FULL NAME _____

ADDRESS _____

EVALUATION CRITERIA**Total Marks – 100****Qualifying Marks - 75**

TRANSPORT/LOGISTICS SERVICES PROVIDERS. All the applicants to please note that as per PPRA Rules and regulations, all the documents / statements submitted by a Firm / Company for its pre-qualification are under Oath. Any document / statement provided if proved false, miss-stated, concocted, or incorrect proved at any time, during or after Prequalification will be resulted into permanent disqualification and black listing of the firm / Company / Partners with their names displayed on PPRA website.

S. No.	Particulars	Marks	
		Allocated Per Unit	Obtained
A.	Pre-Bid Meeting Presentation	10	
i)	Excellent – (8 to 10) Marks		
ii)	Average / Normal – (5 to 7) Marks		
iii)	Poor –(2 to 3) Marks		
iv)	Absent – (0) Marks		
B.	Survey Report	15	
i)	Excellent – (12 to 15) Marks		
ii)	Average / Normal – (8 to 10) Marks		
iii)	Below Normal – (5 to 7) Marks		
iv)	Absent –(0) Marks		
C.	Transportation / Execution Plan	25	
i)	Excellent – (20 to 25) Marks		
ii)	Average / Normal – (12 to 18) Marks		
iii)	Below Average – (5 to 10) Marks		
iv)	Absent – (0) Marks		
D.	Past Expertise in Similar Projects	10	
i)	Excellent – (8 to 10) Marks		
ii)	Good – (6 to 8) Marks		
iii)	Average – (3 to 5) Marks		
iv)	No Experience – (0) Marks		
E.	Years of Establishment of Firm / Copy of Incorporation Certificate	5	
i)	Up to 3 years old – 1 Marks		
ii)	4 to 6 Years old – 2 Marks		
iii)	7 to 8 Years old – 3 Marks		
iv)	9 to 12 Years old – 4 Marks		
v)	Above 12 Years old – 5 Marks		
F.	Company Registrations	5	
i)	NTN with ATL – 2 Marks		

ii)	GST – 2 Marks		
iii)	Others (Chamber etc) – 1 Marks		
G.	Litigation History	5	
i)	No Litigation Record against any Organization – 5		
ii)	No Litigation Record against PIA – 4 Marks		
iii)	One Litigation Record – 3 Marks		
iv)	Two or more Litigation Record – 1 Marks		
H.	Financial Standing of Firm	10	
	Last 3 years' worth statement duly certified by a chartered Firm – 5 Marks		
	Minimum Funds available 8.0 Million – 3 Marks		
	Bank Credit Limit 5.0 M / Net Cash Balance 5.0 M – 2 Marks		
I.	Income Tax Paid during last 3 years Average	5	
i)	5 Million or Above – 5 Marks		
ii)	3 to 5 Million – 4 Marks		
iii)	1 to 3 Million – 3 Marks		
iv)	Below 1 Million – 2 Marks		
J.	Annual Turnover during last 3 Year Average	5	
	Above 25.0 Million (A Class) – 5 Marks		
	Between 5.0 to 25.0 Million (B Class) – 4 Marks		
	Below 5.0 Million – 3 Marks		
K.	Number of Payroll Staff	5	
i)	Above 80 – 5 Marks		
ii)	Between 50 to 80 – 4 Marks		
iii)	Below 50 – 3 Marks		

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.

(RUPEE ONE HUNDRED NON-JUDICIAL STAMP PAPER)

General Manager Projects (NIIAP), Admin Block, BBIAP Islamabad.

Subject: UNDERTAKING TO EXECUTE CONTRACT

Dear Sir,

1. We / I, the undersigned tenderer do here by confirm, agree and undertake to do following in the event our / my tender for _____, is approved and accepted:-
2. That we / I will enter into and execute the formal contract, a copy of which has been supplied to us / me, receipt whereof is hereby acknowledged and which has been studied and understood by me / us without any change, amendment, revision or addition thereto, within a period of seven days when required by PIA to do so.
3. That all expenses in connection with the preparation and execution of the contract including stamp duty will be borne by us / me.
4. That we / I shall deposit with PIA the amount of Security as specified in the contract which shall continue to be held by PIA until one months after expiry of the contract period.
5. That in event of our / my failure to execute the formal contract within the period of Three days specified by PIA the Earnest Money held by PIA shall stand forfeited and we / I shall not question the same.

Tenderer's Signature _____

Name in Full _____

Designation _____

Address: _____

Phone / Fax # _____

C.N.I.C. # _____

NTN #: _____

Seal _____

Date _____

ANNEX-A

Engineering Department

List of Engineering Equipment

Sr#	Equipment with Dims (FT)	Qty	Sr.#	Equipment with Dims (FT)	Qty
01	Aircraft Jack (6.6x5.6x9)	03	36	Maintenance Step (6x24x20)	1
02	Prop Stand (2.6x2.6x2.6)	1	37	Maintenance Step (2.3x4.3x3.8)	1
03	Aircraft Jack (2.6x2.6x2.6)	1	38	Maintenance Step (3x9.6x8.6)	1
04	Aircraft Jack (3.8x3.8x4)	2	39	Maintenance Step (2.3x4x3.6)	2
05	Engine Crane (18x9x30)	1	40	Maintenance Step (3.6x10x8)	2
06	Tail Support (3.5x3.5x4.5)	1	41	Maintenance Step (4x11x6.8)	1
07	ATR Engine Trolley (3.5x3.5x4.5)	1	42	Maintenance Step (4x10x7)	1
08	ATR Engine Trolley (2.8x6x2.6)	1	43	Maintenance Dock L (12.3x13.8x8.3)	2
09	JIG (3x4.6x2.6)	1	44	Maintenance Step (3x5x4.5)	1
10	Axle Jack (6x4x3)	1	45	Maintenance Step (3x8x9)	1
11	Axle Jack (3x5x2.6)	3	46	Tail Maintenance Dock L (11x20x30)	1
12	Elephant Jack (6x8x3)	1	47	Maintenance Step (2.3x4.6x3.3)	1
13	Wheel Lift up (5x4x6)	2	48	Maintenance Step (3.6x10x8)	1
14	Maintenance Dock (5x10x15)	1	49	Maintenance Step (2.6x5x4.3)	1
15	Generator (2x4x3)	1	50	Maintenance Step L (6x11x30)	1
16	Jig (2x3x3.5)	1	51	Maintenance Step (5x8x6)	1
17	Air Compressor (2x4x3)	1	52	Maintenance Step (2.6x8x8)	1
18	Main Axle Jack (0.8x2x1)	3	53	Maintenance Step	2
19	Comp/Turbine Washing (3x3x4)	1	54	Paint Platform (4x8x3.5)	3
20	Water Tank (2.8x4x2.5)	1	55	Heavy Equip. Stand (8.6x11x2.6)	3
21	Wheel Trolley (5x8x3)	1	56	Maintenance Step 71 (5x10x12)	1
22	Tow Bar A300-A310 (3x16x2)	2	57	Maintenance Step 64	1
23	Tow Bar B777 (3x10x2)	2	58	Maintenance Step (5x10x10)	1
24	Tow Bar A300-A310 (3x9x2)	1	59	Maintenance Step L (30 FT Height)	1
25	Tow Bar ATR (1.6x11x1.6)	2	60	Nitrogen Bottle Trolley/2B (3x9x2.6)	2
26	Tow Bar A300-A310 (3x11x2)	1	61	Nitrogen Bottle Trolley/3B (5x7x4)	1
27	Tow Bar A320, A300-A310 (3x18x3)	4	62	GPU (2x3.5x2.8)	2
28	Tow Bar B737, B757 (3x12x3)	3	63	LP ELEC. PNEU Compressor	2
29	Tow Bar B747 (3x11x2.5)	1	64	HP ELEC. PNEU Compressor	2
30	Tow Bar A300-310 (3x8.9x2)	1	65	Drilling Machine (6x5x3)	1
31	Maintenance Step (4x11x10)	1	66	Bending Machine (6x5x3)	1
32	Engine Trolley (3x10x8)	1	67	Electric Oven SRS	1
33	Maintenance Step (4x8x15)	1	68	Welding Plant (3x2x2)	1
34	Maintenance Step (4x8x10)	1	69	Leight Machine	1
35	Maintenance Step (3x11x8.6)	1	70	LAVAC (Cabin Equip.)	1
			71	Strecher	3

List of Furniture Items (Engineering Department)

Sr#	Item Description	Qty	Sr.#	Item Description	Qty
01	Dining Table	1	37	TV Rack	1
02	Office Desk	15	38	LED TV	2
03	Computer Table	15	39	Electric Heater	6
04	Dining Chair	7	40	Desk Table	2
05	Rack	32	41	Locker	58
06	Center Table	11	42	Table	27
07	Side Table	8	43	Bench	37
08	File Shelf	2	44	Office Table	3
09	Sofa 1 Seat	33	45	Electric Rod Heater	9
10	Sofa 2 Seat	5	46	Wall Table	2
11	Sofa 3 Seat	12	47	White Board	3
12	Chair Adjustable	16	48	Cupboard	6
13	Coat Stand	3	49	Iron Rack	15
14	Refrigerator	4	50	Wardrobe	16
15	Photocopier	1	51	Ceiling Fan	10
16	Split AC	8	52	File Rack	1
17	Water Dispenser	5	53	Charging System	1
18	Computer	19	54	Battery Tester	1
19	Printer	7	55	AVO meter	2
20	Fax	1	56	TV	1
21	Desk Drawer	3	57	Tool Board	6
22	Drawer	4	58	Tool Rack	2
23	File Rack	3	59	Sofa	1
24	Chair	73	60	Counter	3
25	Desk File Tray	1	61	Oil Storage Cabinet	1
26	Window AC	21	62	Projector	1
27	Desk Side Table	1	63	Exhaust Fan	1
28	Stool	4	64	Exhaust Fan Duct	1
29	Microwave	6	65	Official Records	20 Boxes
30	Work Table	5	66		
31	Table Cabinets	3	67		
32	Cabinet Shelf	1	68		
33	Engineer's Locker	2	69		
34	Standing AC	1	70		
35	Wall Fan	6	71		
36	UPS	1			

Admin Inventory List

Sr.#	Description	Qty
1	Table	8
2	Computer	8
3	Staff Chairs	8
4	Visiting Chair	8
5	AC	2
6	Water Dispenser	1
7	Padestal Fans	1
8	Bracket Fans	1
9	Printer	3
10	Side Racks	3
10	Sofa	1
12	Staff Files	45 Boxes

Cargo Equipment & Inventory List

Sr.#	Description	Qty
1	Computers	15
2	Printers	8
3	Scanners	1
4	Tractors	2
5	Fork lifter	1
6	Scanning Machines	2
7	Weighing Scales	3
8	Air conditions and Fans	29
9	Steel Racks	76
10	Furniture	98
11	Old Record	100 Boxes

Department: FINANCE BBI AP ISB
EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	OFFICE TABLES	06	13	BLINDS	03
2	REVOLVING CHAIRS	13	14	CLOCK	02
3	WORK STATIONS	09	15	HANGER STAND	01
4	SOFAS 3 SEATER	01	16	FOOT REST	04
5	SOFAS 2 SEATER	01	17	MIRROR	01
6	SIDE RACKS	02	18	DUST BIN	9
7	COMPUTER SYSTEMS	08	19	OFFICE RECORD	ALL
8	UPS	06	20	POWER EXTENSION	03
9	PRINTERS	06	21	VISITORS CHAIRS	03
10	TEL. SETS	06	22	DESK FILE TRAY	03
11	A.C	02	23	LOCKERS	02
12	FANS	04	24	CENTRE TABLE	01
			25	RECORDS	30-40 Boxes

Department: FLIGHT OPERATIONS (C.P. North Office)

EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	OFFICE TABLES	03	21	BOARD	04
2	REVOLVING CHAIRS	04	22	BLINDS	05
3	WORK STATIONS	03	23	CLOCK	03
4	SOFAS 3 SEATER	06	24	HANGER STAND	02
5	SOFAS 2 SEATER	01	25	FOOT REST	01
6	SOFAS SINGLE SEATER	16	26	MIRROR	01
7	SIDE TABLES	02	27	SCENERIES	14
8	COMPUTER TABLE	01	28	DUST BIN	03
9	SIDE RACKS	02	29	TABLE SET	03
10	COMPUTER SYSTEMS	04	30	OFFICE RECORD	ALL
11	UPS	03	31	POWER EXTENSION	05
12	PRINTERS	01	32	VISITORS CHAIRS	01
13	FAX	01	33	DESK FILE TRAY	02
14	TEL. SETS	06	34	ASH TRAYS	02
15	V.H.F SET (RT)	00	35	LOCKERS	03
16	MOTOROLA	01	36	CENTRE TABLE	03
17	A.C	05	37	CORNER TABLE	07
18	FANS	03	38	Wooden Partition	01
19	LED TV	01	39	Water Dispenser	01
20	T.V.	01	40	19 Ltr Bottles	03
			41	Old Records	30 Boxes

Department: FLIGHT OPERATIONS (Chief Pilot Secretariat)

EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	OFFICE TABLES	03	11	FANS	01
2	REVOLVING CHAIRS	01	12	BLINDS	02
3	VISITORS CHAIRS	04	13	CLOCK	01
4	SIDE RACK	02	14	DUST BIN	02
5	ALMIRAS/SHELF	03	15	OFFICE RECORD	10 BOX
6	COMPUTER SYSTEMS	01	16	POWER EXTENSION	01
7	SCANNER	-	17	FOOT REST	02
8	PRINTERS	01	18	MULTI MEDIA	01
9	TEL. SETS	01	19	ALMIRAH	03
10	A.C (SPLIT)	01	20	OLD RECORD	10 BOX

Department: FLIGHT OPERATIONS (Central Control)

EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	OFFICE TABLES	04	21	BLINDS	03
2	REVOLVING CHAIRS	10	22	CLOCK	03
3	WORK STATIONS	09	23	HANGER STAND	02
4	BRIEFING COUNTER	01	24	FOOT REST	03
5	SOFAS 2 SEATER	02	25	MIRROR	01
6	SIDE TABLES	03	26	OVEN	01
7	ALMIRAS/SHELF	02	27	SCENERIES	02
8	SIDE RACKS	13	28	DUST BIN	07
9	COMPUTER SYSTEMS	12	29	TABLE SET	02
10	UPS	07	30	OFFICE RECORD	ALL
11	PRINTERS/SCAN	09	31	ROSTRUM	01
12	FAX	01	32	POWER EXTENSION	05
13	TEL. SETS	15	33	VISITORS CHAIRS	07
14	V.H.F SET (RT)	01	34	DESK FILE TRAY	08
15	SCANNER (TWR)	01	35	GLOBE	01
16	MOTOROLA	01	36	AISH TRAYS	02
17	A.C	03	37	LOCKERS	04
18	FANS	04	38	SOFA SINGLE	01
19	LED	01	39	DINING TABLE	01
20	BOARD	02	40	DINING CHAIRDS	04
			41	OLD RECORDS	15 BOXES

Department: FLIGHT OPERATIONS (Crew Scheduling)

TRANSFER PLAN

EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	COMPUTER	04	11	FAX	0
2	PRINTER	02	12	SOFA SINGLE SEATER	02
3	TELEPHONE	04	13	VISITOR CHAIRS	02
4	AC	01	14	BLIND	01
5	TABLE	04	15	TABLE TOP GLASS	01
6	SIDE RACK	04	16	UPS	03
7	FAN	01	17	FOOT REST	01
8	WALL CLOCK	01	18	DUST BIN	02
9	LOCKERS	01	19	SCENERIES	02
10	REVOLVING CHAIRS	03	20	ALMIRAS/SHELF	05
			21	RECORDS	15 BOXES

Department: FLIGHT OPERATIONS (Routes & Manual Section)

TRANSFER PLAN

EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	OFFICE TABLES	02	11	A.C	01
2	REVOLVING CHAIRS	02	12	FANS	01
3	WORK STATIONS	02	13	LED TV	01
4	VISITORS CHAIRS	01	14	BLINDS	01
5	SIDE RACK	02	15	CLOCK	01
6	ALMIRAS/SHELF	01	16	SCENERIES	02
7	COMPUTER SYSTEMS	02	17	DUST BIN	02
8	UPS	01	18	OFFICE RECORD	ALL
9	OFFICE TABLES	02	19	POWER EXTENSION	02
10	TEL. SETS	01	20	FLIGHT JEPPESEN BAGS	10
			21	RECORDS	15 BOXES

Department: FLIGHT OPERATIONS (Passport & Visa Cell)

TRANSFER PLAN

EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	COMPUTER	02	7	AC	02
2	TABLES	03	8	HEATERS	02
3	SOFA	02	9	PHONES	04
4	CHAIRS	08	10	PRINTER	02
5	LOCKER	01	11	COAT HANGER	01
6	SHELVES	03	12	RECORDS	10 BOXES

Department: Airport Medical Centre Islamabad

TRANSFER PLAN

EQUIPMENT, NATURE AND QUANTITY

Sr. #	Description	Qty	Sr. #	Description	Qty
1	OFFICE TABLES	05	11	CLOCK	02
2	REVOLVING CHAIRS	01	12	FOOT REST	03
3	SOFAS 3 SEATER	01	13	DUST BIN	06
4	SIDE TABLES	01	14	TABLE SET	03
5	COMPUTER TABLE	02	15	OFFICE RECORD	All
6	COMPUTER SYSTEMS	04	16	VISITORS CHAIRS	10
7	TEL. SETS	03	17	LOCKERS	03
8	A.C	02	18	CENTRE TABLE	01

9	FANS	03	19	Wooden Partition	02
10	BOARD	01	20	RECORDS	10 BOXES

Department: Passenger Handling Services
Transfer Plan

Sr. #	Description	Qty	Sr. #	Description	Qty
1	SOFAS	41	12	Computer with LCD	23
2	CHAIRS	45	13	Printer Laser	8
3	TABLES	27	14	OKI/dot matrix	2
4	CENTER TABLES	4	15	Business/Award plus Carpet	3
5	SMALL TABLES	5	16	Walkie Talkie & Batteries	9
6	FILE RACKS	20	17	Tensa Barriers	20
7	PHOTOSTATE MACHINE	1	18	Air Conditioner	9
8	WATER DISPANCER	1	19	Stabilizer/ UPS	0/1
9	AC	10	20	Weighing Scale	2
10	TABLE FAN	4	21	Wheel Chair Normal/ Aisle	25\2
11	WALL CLOCK	4	22	Fax Machine	1
			23	Records	10 Boxes

RSD BBIAP AIRPORT ISLAMABAD - TRANSFER PLAN

TOOLS & MACHINES

Sr. #	Description	Qty	Sr. #	Description	Qty
1	Press Machine	2	9	Tyres + Rims	--
2	Air Compressor	2	10	Painting/Cleaning Stairs	2
3	Lift Jacks	2	11	Tools & Spare Parts of TGS Store	--
4	Welding Plants	2	12	Voltage Test Bank	1
5	Karcher Machine	1	13	Electric Generator	1
6	Batteries	--	14	Drill Machine	1
7	Batteries Chargers	2	15	Cutter Machine	1
8	Stepneys of all vehicles	--	16	Office Computers/ Files Furniture etc. etc.	25 Boxes

TGS tools and equipment to be shifted to NIIAP

Sr. #	Description	Qty	Sr. #	Description	Qty
1	Trollies/Dollies	150	04	Sheet Stand	10
2	LD3	100	05	Container Stand	25
3	Pallet Sheets	70	06	Containers	Qty 04
			07	Records	20 Boxes

TGS Vehicles to be shifted to NIIAP

Sr. #	Description	Qty	Sr. #	Description	Qty
1	A.C Van	02	6	CRANE	01
2	Bagg. Belter	03	7	COBUS	03
3	Lower Lobe Loader	02	8	AIR START CART	02
4	PAX STEP EQUISA	01	9	TOW TRACTOR	03
5	BAGG TRACTOR TOYOTA	08	10	GPU	02

Department: Airport Flight Services Islamabad

TRANSFER PLAN

EQUIPMENT, NATURE AND QUANTITY

S/NO.	EQUIPMENT	QUANTITY	MODE OF TRANSFER TO NIIA
		EXISTING	
1	OFFICE TABLES	Total 05 01 =B category 02 =C category	BY TRUCK
2	REVOLVING CHAIRS	01	“ “
3	WORK STATIONS	Nil	“ “
4	SOFAS 3 SEATER	01= C category	“ “
5	SOFAS 2 SEATER	Nil	“ “
6	SOFAS SINGLE SEATER	Nil	“ “
7	SIDE TABLES	01	“ “
8	COMPUTER TABLE	2 = c category	“ “
9	SIDE RACKS	Nil	“ “
10	COMPUTER SYSTEMS	04 =	“ “

		c category	
11	UPS	Nil	“ “
12	PRINTERS	Nil	“ “
13	FAX	Nil	“ “
14	TEL. SETS	03	“ “
15	V.H.F SET (RT)	Nil	“ “
16	MOTOROLA	Nil	“ “
17	A.C	02 = c category	“ “
18	FANS	03	“ “
19	LED TV	Nil	“ “
20	T.V.	Nil	“ “
21	BOARD	01	“ “
22	BLINDS	Nil	“ “
23	CLOCK	02	“ “
24	HANGER STAND	Nil	“ “
25	FOOT REST	03	“ “
26	MIRROR	Nil	“ “
27	SCENERIES	Nil	“ “
28	DUST BIN	06	“ “
29	TABLE SET	03	“ “
30	OFFICE RECORD	All	“ “
31	POWER	Nil	“ “

	EXTENSION		
32	VISITORS CHAIRS	10	“ “
33	DESK FILE TRAY	Nil	“ “
34	ASH TRAYS	Nil	“ “
35	LOCKERS	03	“ “
36	CENTRE TABLE	01	“ “
37	CORNER TABLE	Nil	“ “
38	Wooden Partition	02	“ “
3	Water Dispenser	Nil	
4	19 Ltr Bottles	Nil	

TECHNICAL STORES ENGG SHIFTING TO NIIAP

- Dismantalling of Racks, Packing of Aircraft parts, Marking, Labelling, transportation and assembling at NIIAP required.
- 1. Consumable Stores SR-22 (15 x 40 ft racks)
- 2. Rubberized items store (15 x 25 ft Racks)
- 3. Component Stores SR-42 (15 x 40 ft Racks)
- 4. All aircraft parts to be packed with marking and labeling in Wooden Boxes
- 5. TYRE STORES WITH RACKS AND WHEEL ASSEMBLIES
- 6. OFFICE FURNITURE, COMPUTERS, AIR CONDITIONERS ALSO TO BE SHIFTED.