

Supply Chain Management Department

SCM (Store) Building Near PIA Head Office Karachi Airport

Tel: +92-21-99043048 / email : dgm.ptc@piac.aero / nadeem.majeed@piac.aero

Tender Ref # 18011343

Date: 28-11-19

Tender Fees: 2000/=

Invitation for Tender and Instructions to the Bidder(s)

M/s. _____

SUB: **Procurement of PTO(POWER TAKE OFF ASSY) For Catering Van**

Dear Valued Vendor(s),

Pakistan International Airlines Head Office Karachi Airport is pleased to invite sealed bid(s) from well reputed firms/vendors/companies for the procurement of item(s) as detail is/are given in attached Tender Schedule-A (Page-)

COMPULSORY REQUIREMENTS FOR PREPARATION & SUBMISSION OF BIDS

1. Tender documents can be prepare / submit on Single Stage **Two Envelopes basis** each for **Technical Proposal and Financial Proposal**. Both envelopes shall be separately sealed and marked as **Technical Proposal & Financial Proposal** with PIA Tender Reference Number on each envelope.

2. **Tender Submission Place/Opening venue/address:-**

Bids should be dropped in the **Tender Box** marked as Commercial Purchases placed at the main entrance of **Supply Chain Management Department** Building, Pakistan International Airline Near PIA Head Office Karachi Airport Karachi (Terminal-1) "latest by: **16-12-19 (Monday)** until (10:30)Hrs. Bids shall be opened on the **same date/day/avenue at (11:00 hours)**. Bids can also be dispatch through any registered Courier Services from local/abroad, which must be mentioned PIA tender reference/description on envelope & reach before the closing date / time of Tender i.e. until (10:30) on 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 entertained/considered for participation in the bidding of this item. PIA will not be responsible for any postal delays OR any other reasons which cause failure in submission of tender on due date.

The decision of General Manager Procurement in this respect shall be final and binding.

Sign & Official Seal of Bidder

3.Preparation of Tender (Compulsory Requirement)

The Tenders documents shall contain **two separate sealed envelopes**:-

1-Technical Proposal Envelope contains following documents:-

- (a) Duly filled PIA Tender Documents Schedule- A (only mention Brand name/origin/ shelf life of product (where applicable) /Manufacturer and expected date of delivery in Technical Proposal.
- (b) Technical Literature / Brochures of offered Product.
- (c) Samples of item (where required OR applicable) Samples will not be return to participants, however higher cost value samples will be return back to vendor.
- (d) Authority Letter (In case of Rep participating on behalf of company).
- (e) None Refundable **Tender Fee PKR. 2000 /=-** in shape of pay order/PIA cash receipt (for both local /foreign vendor(s) only) in favor of "Pakistan International Airlines".
- (f) Copies of all Applicable Certificates valid GST/NTN Certificates with recent FBR Returns/submission of GST & Income Tax docs and complete filling of Check List in tender docs.

Evaluation of Technical Proposals will be carried out by competent Evaluation Committee of PIA on the basis of Technical literatures / samples/brand/origin/date of Mfg/shelf life/lead time submitted/offered by participating bidder(s).Evaluation Report shall be uploaded on PIA / PPRA website for 10 days and will inform to bidder. Upon any disagreement respective bidder can submit/lodge their grievances to Central Grievance Committee through the address of GM Procurement within period of 10 days. (after stipulated time no any grievance will be entertained)-

2-Financial Proposal Envelope contains following documents:-

- (a) Duly filled PIA **Tender Documents Schedule- A** (unit price /GST (if any) /Extended Value mentioned both in figures and words. Only **One Rate/One Brand** is allowed to mention in the tender documents, however in exceptional items both locals/foreign vendors can offer atleast two brands with their respective prices separately can offered in tender schedule or company letter head. (overwrite/cuts/use of Ink removers is lead to rejection of tender) [Each page should be filled, signed & bearing company's seal].
- (b) Rates/brand/Origin/Date of Manufacture of item/shelf life of product & expected date of delivery can also be mention in participating company own letter pad).
- (c) **02% of Earnest Money (Refundable)** of Gross value of quoted price in shape of Pay Order /PIA Cash receipt in favor of "Pakistan International Airline" must be attached at the time of submission of Financial Proposal on first opening date (**Non-submission of Earnest Money will lead to REJECTION of Tender.** (Earnest Money is applicable for both local/foreign parties)

(d) In case of long terms contract establish between PIA and contractor contract successful bidder in the tender will be required to submit **05% Security Deposit** (Refundable) of total contract duly sign of contract along with Bank Guarantee before awarding of Purchase order.

The Earnest Money submitted with the tender can be converted into Security Deposit, and balance amount shall be deposited accordingly.

Note: Financial Proposals shall remain sealed and in the custody of PIA until the receipt of Evaluation Reports from competent Evaluation Committee by PIA.

Earnest Money / Security Deposited against a running tender/contract (s) Purchase Orders(s) OR previously submitted against other tenders (except the same repeat tender) shall not be transferable/entertained in the current tender.

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 stage, their Financial Proposals shall be returned as un-opened.

(e) **ACCEPTANCE / REJECTION OF TENDER**

PIA does not pledge herself to imperatively accept the lowest bid, but reserves the rights to accept or reject any or all bids / quotations at any stage 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.

(f). Local Bidders MUST be registered Gov Taxation Authorities (GST/ NTN) and copies of all Applicable Certificates valid GST/NTN Certificates with recent FBR Returns/submission of GST & Income Tax docs and complete filling of Check List in tender docs. [Attach copy]

Authorization from the Principal (if Authorized Agent / Distributor) on behalf of OEM participating [Attach Copy] [Original may be asked to show at time of tender opening] documents along with Bank.

(g) Any vendor who will try to manipulate the tender by quoting with multiple names will be blacklisted.

Sign & Official Seal of Bidder

3 Instructions for Foreign Bidders:

Foreign bidders are required to deposit tender fee equivalent to PKR: mentioned in the tender docs /- in any currency (with Technical Proposal) & 02% Earnest Money in (with Financial Proposal) respectively and there is no exemption of tender fee/ earnest money to any category of 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 for (USD Acct)

Beneficiary Name: Pakistan International Airlines

IBAN: GB26HABB60951110389501 (USD Account)

SWIFT: HABBGB2

(For all Other Currencies)

IBAN: GB26 HABB 6095 1110 3895 15

SWIFT: HABBGB2L

Bank Name/address: Habib Allied Bank Intl. London, 65 White Chapel Road London E1 2LD.

Shipment Inco-Terms: Successful bidder required to deliver the required Qty on CFR KARACHI basis to Supply Chain Management Building near PIA Head Office (Terminal-1) Karachi Airport Pakistan Karachi. **If payment mode is L/C Shipment of item must be opted through PNSC (PAKISTAN NATIONAL SHIPPING CORPORATION).**

(o) The quote must specify delivery time after placement of Purchase Order.

(p) **Payment terms will be : Net 30 Days (NTD)**

(q) Pre-shipment inspection at Manufacturer's Premises shall be carried out by PIA Management

(r) Bids through e-mail shall not be entertained in this particular tender

In case of long term Contract /High Value Cost Item then **Payment terms will be : 100 % THROUGH CONFIRMED AND IRREVOCABLE LC LETTER OF CREDIT WITH PAYMENT AT 30 DAYS (NET THIRTY DAY).**

Yours truly,

for **(Pakistan International Airlines)**

--s/d-----

General Manager Procurement

Supply Chain Management Building

Near PIA Head Office (Terminal-1)

Karachi Airport Karachi Pakistan

Tel: 0092 21 99044423 /email: khijzpk@piac.aero

Seal & Sign of Bidder

Encl:

1. Tender Schedule-“A”
2. Technical Evaluation Criteria of Technical Bids (when required)
3. Mandatory Requirement / Terms & Conditions
4. Undertaking
5. Integrity Pact

Notes: Prescribed Tenders form may also be downloaded from

www.piac.com.pk and www.ppra.org.pk

Tender Ref No.18011343

S.No	Part Number	Description	Use/Applicability	Qty	UOM	Brand	Origin/Mfg	Date of Mfgr Warranty
01	CS6S-U6004-J3IP	POWER TAKE OFF (PTO)	Catering Van/CTV Doll	02	Each			
S.No.	Currency	Unit Price	Qty	Other Taxes (if any)	Extended Value	Offer Delivery Schedule		
01								
	Total Value in words:							

Company Name:-_____

Authorized Signature/Seal of vendor_____

MANDATORY REQUIREMENTS AFFIDAVIT & CHECK LIST for Item (B) only

TENDER REF: 18011343

1	We are participating as: (Tick as 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: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> _____ Note: 1. Please write ' N/A ' 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 Envelope Bid]	Tender Fee (Rs) : _____ [In Tech. Proposal] * Earnest Money: _____ [In Financial. Proposal] ** [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. Company will be responsible for all transportation /labor charges till PIA designated premises at Karachi	
8	We are quoting JUST ONE RATE (inclusive of all taxes, mentioned separately) that are firm & final in all respects, and quotation shall be valid for 180 days 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: _____

Cell No: _____ Tel No : _____ E-Mail : _____

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 Company Letter Pad)

To:
General Manager Procurement
Supply Chain Management 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: -----

Full Name: -----

Designation: -----

Address: -----

Phone/Fax No: -----

Seal : -----

Date: -----/-----/2019

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 it 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 an 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 time the sum of any commission, gratification, brief, 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.

Signature of Bidder_____

Sign/Seal/Stamp_____

Date/Place_____