

Pakistan International Airlines

Purchases Flight Kitchen Section, 1st Floor, Supply Chain Management (old P&L) Department Building,
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Tender No. FSD-22010043

Dated. 14th February, 2022.

Tender Cost. **Rs2,500.00 (for local bidders)**

Printable at paper size: A4 page.

INVITATION TO TENDERS AND INSTRUCTIONS TO BIDDERS

M/s. _____

Subject. Holy Month of Ramdhan Requirement for the supply of "DATES Individual 30 to 35 Gram Packet.

Dear Sirs,

We are pleased to invite your sealed tenders for the items listed in the attached schedule (s). 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:-

SUBMISSION OF TENDER

You are required to send your sealed tenders on "Single Stage Two Envelope Basis" addressed to Dy. General Manager (Purchases Commercial), PIA SCM (old P&L) Building JIAP, PIACL HO Karachi by **14th March, 2022**. The tenders may be dropped in the tender box marked as "Tender Box Commercial Purchases" placed at the entrance of the PIA Supply Chain Management (old P&L) Building, PIACL Head Office latest by 10:30 hours on the specified date.

Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for postal delays. The decision of General Manager (Procurement) in this respect shall be final and binding.

Tenders will be opened at 11:00 hours the same day in the presence of bidders. (optional)

Both technical & Financial Proposals should be sealed with Scotch Tape with authorized signature.

- a) Tenders must be in two separate sealed envelopes;
 - ✓ (Technical Proposal) → with Tender Reference Number
 - ✓ (Financial Proposal) → with Tender Reference Number.
- b) Note: All foreign bidders must mention Tender Ref No, date of opening & item description on their courier envelope.

EARNEST MONEY (for local bidders only)

The Tender should be accompanied by a 02% (two percent) of the total tender value in the form of a Pay Order [from any scheduled bank] and must be payable at Karachi Pakistan in lieu thereof in the name of M/s. PAKISTAN INTERNATIONAL AIRLINES CORPORATION LIMITED as interest free Earnest Money (Refundable) with Financial Proposals. 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.

SECURITY DEPOSIT (for local bidders & optional for foreign bidders)

The successful bidders upon award of Contract / Purchase Order will be required to furnish in the amount equivalent to 5% of total tender value as interest free Security deposit in shape of Pay Order of an equivalent amount or a Bank Guarantee for an equivalent amount countersigned by the Head Office of the Bank and to remain valid 3-months after the expiry period of the Contract. The Earnest Money already held can be converted into Security Deposit and balance amount if any shall be deposited as above. (for foreign bidders PIA can call for 05% Security Money from new participants if required)

PREPARATION OF TENDER

Tender will be opened on “Single Stage Two Envelopes” basis. All bidders must submit **two sealed envelopes** “Technical proposal and Financial Proposal” on specified tender opening date/time. Technical Proposal will be opened on same date, whereas Financial Proposal will remain sealed till the evaluation of samples according to specifications. Financial Proposal of only those bidders will be opened whose sample are found acceptable. Evaluation Report as per PPRA Rule-35 will be uploaded on both PPRA and PIA websites.

All information about the material proposed to be supplied must be given as required in the schedule to tender.

The tender will not be considered if complete information required is not given therein. Particular attention must be paid to delivery time.

Financial Proposal having following documents.

- a) The Schedule-A duly filled in, signed, stamped and sealed.
- b) Pay Order for Earnest Money 2% (Refundable)
- c) Bids will not entertained / rejected if 2% EM Pay Order not enclosed with Financial Proposal.

Technical Proposal having following documents.

- a) Quality samples (12 Packet of 30 to 35 Grams (NOT RETURNABLE),
- b) Company profile, Copy of GST & NTN certificate.
- c) All items must be sticker with item name & serial number of item, with supplier name. (Removable).
- d) Technical Proposal should be submitted in 02-two sets of all technical documents & inserted in Technical proposal Envelope. Mandatory

Authorized Signatures of individual signing the tender and other documents connected with the contract must specify whether signing as:

- a) Sole Proprietor or his attorney.
- b) A registered active partner of the firm or his attorney.
- c) For the firm per procreation.
- d) As secretary, Manager, Partner, etc., or their attorney in case of firms registered under Partnership Act.
- e) The Tenderers must indicate whether its firm / company / organization etc is registered with PIA or not. If registered then specify PIA Registration number.

PRICES

The Prices quoted must be net as per accounting unit as shown in the Schedule to tender inclusive of all taxes.

- 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 for each item separately 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 120 days.
- d) Quotation must be written on PIA prescribed form otherwise Bids will not be entertained.

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 with assigning reason.

Yours truly,
For: Pakistan International Airlines

DGM Purchases Commercial

- Encl. 1, Tender Schedule "A"
 2, Terms & Conditions
 3, Mandatory Requirement
 4, Undertaking (If attached with tender)
 5, Draft Agreement

Notes: 1-Prescribed Tenders form for the subject item may be directly downloaded from www.ppra.org.pk websites.
<http://web.piac.com.pk/business-with-pia/procurement/tender-listing/tender-listing.aspx>

Sign & Seal of Bidder

Subject: Holy Month of Ramdhan Requirement for the supply of "DATES Individual 30 to 35 Gram Packet.

Particulars of Item	Unit	Station	Quantity Required	Unit Rate	Extended Value	Remarks
Dates Individual 30-35 Grams Packet must be printed with PIA Logo.	Pack of 30-35 Grams	Khi	56,000 (Zero Rated)			
			24,000 (With GST) (if applicable)			
Total Value in figures/words →						
TOTAL CONTRACT VALUE Rs. →						
2% EARNEST MONEY (along with Taxes amount) Rs. →						

GST will be paid on items with the distribution of Quantities 70% International Flights (Zero Rated GST) And 30% Domestic Flights with GST (if applicable)

Specifications:

SPECIFICATIONS	<u>Chemical:</u> <ul style="list-style-type: none"> Should be oil free with natural shine. Should be dry and not washed. Shelf life not then 06 months.
	<u>Physical:</u> <ul style="list-style-type: none"> 03 Dates Packed in Box. Weight of Individual Date = 10 Gram Weight of 03 Dates (One Packet) = 30 -35 Gram Should be packed, wrapped in Plastic / Cellophane and then in a Box. Clean without any twig, insect or any other foreign object not from cold storage.
	<u>Biological:</u> <ul style="list-style-type: none"> Free from fungal attack or any other blemish affecting the quality of the product. Free from foreign object and all kind of bacteria, mold etc. <u>Sensory:</u> <ul style="list-style-type: none"> Natural sweet Taste. Without any smell of oil etc.

1. Labeling:

- Date of manufacturing and expiry must be printed on each Packet.
- Expiry on stickers/removable is not acceptable.
- Expiry less than 06 months at the time of delivery is not acceptable.
- Registered Brand.
- Brand name must be labeled on each bag.
- Inscription "FOR PIA USE ONLY" should be printed on each bag.

2. Transportation / Delivery:

- Supplies to be delivered in flight kitchen in hygienically cleaned and covered vehicle so that items are not exposed to sunlight and other pollution. Proper temperature to be maintained in order to prevent supplies from spoilage / deterioration as per product requirement.

3. Food Law / Regulatory Compliance / Certification:

- Preferably comply with PSQCA standards or similar agency.

4. Laboratory Reports:

- Samples will be evaluated by Evaluation Committee of food services subject to clearance of in house microbiological and sensory analysis, if required.
- Lab Report on Ingredients from a reputable lab is mandatory.
- Food Services Division will get two samples tested from reputable lab during the contract period and bill will be charged to the supplier.

5. Packing:

- 03 Dates packet/wrapped in Polythene bag.
- Each bag to be placed in paper Box.
- Dates should be visible in the Box.
- Box should have PIA LOGO & printed with following.

Great People to fly with.
For PIA USE ONLY.

- Each carton should be sealed pack labeled with name and address of the supplies.

6. Who can supply:

- Manufacture / Authorized dealer of manufacture / Processors / GoS / Traders .

7. Other Terms & Conditions:

- PIA reserves the right to inspect / visit the facilities of vendor at any time during currency of contract for inspecting HSE / Quality Standards.
- Items found below the required specs shall be rejected / returned without any liability to PIA.
- PIA security pass for vehicle and employees is the responsibility of vendor
- Supplier staff delivering goods must wear clean uniform (including shoes and company logo/identity). A fine of 2% on each supply will be imposed in case of non-compliance.

We/ I hereby confirmed having read and understood the terms and conditions of the tender and we / I expressly confirm and agree that our tender for the supply of above mentioned items are in terms of and subject to the terms and conditions of the tenders.

Bidder Signature _____ Designation _____

Address _____

Tel No. _____ Fax No. _____ Email _____

Cellphone _____ GST No. _____ NTN NO. _____

SEAL _____

Technical Data Sheet (must be filled by bidder) Must attach with Technical Proposal

Physical / Measurement / details of Samples Offer by supplier	
<u>Fields</u>	<u>Remarks in detail</u> must be filled by bidder
Quality	
Packing	
Mfg & Expiry of sample	
Weight	
1 st delivery with quantity	
Manufacturer / Distributor / Importer / Stockiest / GoS please provide evidence / document	

Important Note. PIA can verify the material from any independent source / Laboratory at any stage for which charges will be deducted from the bills / security / EM deposit of supplier / vendor.

Mandatory Requirement
Must be attached with Technical Proposal

<u>Holy Month of Ramdhan Requirement for the supply of “DATES Individual 30 to 35 Gram Pack.</u>	Yes/No
<u>Dates Individual Pack</u> 30 to 35 Gram Pack	
Participant must be registered with Sales Tax Authorities. Please attach copy of GST Registration Certificate indicating current “ACTIVE” status otherwise stand “REJECTED” ab-initio.	
Delivery must be made at PIA Flight Kitchen Karachi Station.	
2% Earnest Money (pay order only) must be submitted along with the quotation.	
Manufacturer / Authorized dealer / Distributor of manufactures / Importer / Stockiest / GoS only.	

Any Remarks by bidder

Tender Terms & Conditions (Mandatory Requirements)

(must attach with Technical Proposal)

- Manufacturer / Authorized dealer / Distributor of manufactures only is allowed to participate with all related documents at the time of Technical opening.
- If any stage documents provided by participants found tempered / bogus Earnest Money deposited will be forfeited.
- All participants must quote one rate also give best delivery period, rates must be inclusive of all Govt. Taxes but GST shall be mentioned separately. (f applicable)
- Please note that quoted rates must be firm and final in all respect.
- Payment terms net thirty days
- Quotation must be valid for 120 days from the date of Technical Proposal opening.
- Quantity 15% may increase or decrease.
- Bid will be awarded on lowest rate basis.
- Item are subject to evaluation by providing advance sample to determine the required quality by the user department.
- Item found below PIA standard shall be rejected / returned.
- Supplier should fulfill all documentary requirements as per PIA procedure.
- GST will be paid on items where applicable with the distribution of quantities 70% International & 30% Domestic Flight with 17% GST.
- Supply to be delivered directly to Flight Kitchen/SCM respective station.
- Must comply with food laws of Pakistan.
- All Bidders Should fulfill every column and attach the relevant documents along with the proposals.
- The bidder not fulfilling and/all of the above shall be declared non-responsive / disqualified. In addition all terms and conditions should be complied by the Bidder.
- Participants allow quoting one price one brand only, for all items, also quoting required mode of packing.
- Each page of Tender document should be sign & stamp
- PIA Tender document complete must attached with Technical proposal except schedule "A"
- PIA security pass for vehicle and employees is the responsibility of vendor.
- Supplier staff delivering good must wear clean proper uniform (including shoes) and company logo / identity otherwise fine of 02% per supplies will be imposed.
- All pages should be signed & seal of bidder.
- Bidders are require to offer one rate despite offering more than one proposal / sample. In case of more than one financial offer / rate, bidders must submit separate Technical & Financial Proposals (with tender fee & 2% EM for local bidders). (On non-compliance tender will be reject on the spot)
- Packing Uniform packing in strong trade-worthy card board box suitable for 4/5 time loading/off-loading / transportation.
- If goods deliver late than delivery schedule mentioned in Purchase Order. An amount equivalent 2% / multiple by time bar will be deducted from invoice / bill of bidder (as per rules/ tender clauses).
- PIA Logo on product must be printed on each packet (if required)
 - Each box marked with followings:
 - PIA Part No. FFD-73
 - Item Description
 - PO No & date
 - Quantity
 - Supplied by M/s.

Sign & Seal of Bidder

ARTICLE - 17: INTEGRITY PACT / DISCLOSURE CLAUSE**INTEGRITY PACT / DISCLOSURE CLAUSE (on company letter head)****Declaration of Fees, Commissions and Brokerage Etc. Payable by The Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services & Works**

M/s. _____ 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.

Sign & seal of bidder

PARTICIPATION AUTHORIZATION LETTER

Must be filled by Representative of Company with C.N.I.C Copy, Company Identification
& **must be submit with** Technical Proposal only

TO WHOM IT MAY CONCERN

Dated. _____

I namely _____ bearing CNIC* No. _____

representing M/s. _____, am hereby

authorized by my company to submit proposal against Tender No. _____

for (item) _____

to PIA and observe proceeding on tender opening day.

Copies of my CNIC & Company Card copy are enclosed.

Authorized Signature & Seal of Supplier with Designation _____

Address _____

Telephone No. _____ Cell No. _____

Fax No. _____ Email _____

Sign & Seal of Bidder

*Computerized National Identity Card