

## Pakistan International Airlines

Purchases Flight Kitchen Section, 1<sup>st</sup> Floor, Supply Chain Management (old P&L) Department Building,  
(PIACL), Head Office Karachi Airport-75200 Pakistan.

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Website: <http://web.piac.com.pk/>

Tender No. FSD-CNT-039-21C

Dated. 28<sup>th</sup> September, 2021

Tender Cost. PK Rs 1,000.00 (for local bidders)

Printable at paper size. A4 page

### Invitation of Tenders and Instructions to Bidders (Must Read Carefully)

M/s. \_\_\_\_\_  
\_\_\_\_\_

Sub : **Dry Ration (ABC Items) [Remaining 04-Items] → KHI → Y2021-22**

"B-List"	Artificial Sweetener Powder	Quantity	25	Bottles
"B-List"	Cream Cheese Un-Salted	Quantity	800	Bottles
"B-List"	Chinese Eggs Noodle	Quantity	500	Kg
"A-List"	Jam Strawberry	Quantity	1,000	Kg

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

1. You are required to send your sealed tenders on "Single Stage Two Envelope Basis" addressed to D.G.M Purchases Commercial, Supply Chain Management (old P&L / Store) Department Building, PIACL Head Office, JIAP Karachi-75200 by **01-11-2021**
2. 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 latest by 10:30 hours on the specified date.
3. You may also send your tenders through registered A/D, which must reach before the closing date and time mentioned above.
4. Tenders will be opened at 11:00 hours, the same day in the presence of bidders. (optional)
5. **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. (strict compliance)
6. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for any postal delays.
7. The decision of **General Manager (Procurement)** in this all respects shall be final and binding.

#### EARNEST MONEY (for local bidders only)

The Tender should be accompanied by a 2% (two percent) of the total tender value [without GST if applicable] 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. (Existing Contracts of same items or in Re-Tender Case – Earnest Money can be transferred to new Tender upon Management Approval)

### **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 [without GST if applicable] 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 (if required). 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 the 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.

### **Financial Proposal having following documents.**

1. Tender Schedule –“A” Complete Form duly filled in, signed, stamped every page and sealed with scotch tape.
2. 02% Earnest Money of Total Bid Value [without GST if applicable] in shape of Pay Order / Valid Bank Receipt [issued from any scheduled bank] as Earnest Money (Refundable/Interest Free). For Local Bidders.
  - (On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, 02% Earnest Money & amount)

### **Technical Proposal having following documents “Mandatory Requirement”.**

1. Tender Fees Pay Order of Rs 1,000.00 for Local Bidders. (Non-Refundable).
  - (Pay Order's / Valid Bank receipt – on back side, vendor must write company name/stamp, Tender Ref. No, date, 02% EM & amount)
2. Quality samples (02-Pkts sealed of each products / 1kg) (Non-Returnable)
3. Technical Proposal with Brand Name & Certifications of item, company and profile.
4. Copy of GST & NTN certificate (for local bidders only)
5. Tender Schedule “B”, “C” & Specifications, must be attached with Technical Proposal.
6. Whole Sellers / Stockiest / General Order Supplier / Manufacturers / Authorized Distributor of manufacturer (with Authorization Certification / letter from Manufacturer) with Required Certification can participate.
7. Please see Specification part of tender.
8. Item's technical literature etc
9. *Technical Proposal (Certificates & Distribution Letters only) should be submitted in 02-two sets, inserted in Technical Proposal Envelope. (One for Technical Evaluation & One for file record). Mandatory*

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.

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) In any query without hesitate you will contact / emails mentioned concerned officer.

### **PRICES**

- a) The Prices quoted must be net as per accounting unit as shown in the Schedule of tender, inclusive of all duties / taxes, packing, octroi and delivery charges for free delivery to PIA Flight Kitchen respective station. However, if GST is applicable, same should be shown separately.
- b) The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order / Contract.
- c) 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.
- d) Offers must be valid for 120 days. (Extendable in line with PPRA Rules)
- e) Rates must be written on PIA prescribed form otherwise Bids will not be entertained.
- f) Correction White Fluid or Over Writing strictly is not allowed otherwise tender will be rejected/ not-considered.
- g) For foreign bidders, rates will be converted into local currency at the date of financial opening & will be locked till completion of P.O supplies.

### **ACCEPTANCE OF TENDER**

PIA does not pledge itself 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 / cancel as per PPRA Rules.

- Note. All Foreign Bidders must sent their samples / tender envelopes on DDP (Delivery Duty Paid this is only for Tender Samples / Envelopes) basis. Outer Courier Envelope must be with cross Tender Reference Number/ Item Description.

**Yours truly,**  
*for and on behalf of* **Pakistan International Airlines**

**DGM Purchases Commercial**

Encl:

1. Tender Schedule "A" , "B" & "C" complete form.
2. Undertaking (If attached with tender)

Notes. Prescribed Tenders form for the subject item may be directly downloaded from <http://web.piac.com.pk/> or [www.ppra.org.pk](http://www.ppra.org.pk) websites.  
<https://www.piac.com.pk/corporate/sales-procurement/tenders>

**Tender Schedule "A" Attached with Financial Envelope only)**

 Ref No: **FSD-CNT-039-21A (Remaining 04-Items)**

Particulars of Item	Unit	Station	Quantity Required	Unit Rate	GST <i>if applicable</i>	Total Rs
Artificial Sweetener Powder	80g to 100g bottle	KHI	25			
Cream Cheese Un-Salted	910g to 950g bottle	KHI	800			
Chinese Eggs Noodle	250g to 600g bottle	KHI	500			
Jam Strawberry	KG	KHI	1,000			
<b>Total Value in figures/words →</b>						
<b>TOTAL CONTRACT VALUE Rs. →</b>						
<b>2% EARNEST MONEY (w/o GST) Rs. →</b>						

**Note:**

- All participant must quote one rates. Rates must be inclusive of all Govt. Taxes but GST shall be mentioned separately (if applicable).
- GST (if applicable) will be paid on items where applicable with the distribution of quantities 70% International Flights & 30% Domestic Flights.
- PO will be issued on "As and When Required Basis"

**Specifications:**

<u>Item Names</u>	<u>Packing Size</u>	<u>Brand</u>
Artificial Sweetener Powder	80 Grm to 100 Grm Bot	Reputable National Brand. Ingredients and their nutritional information should be given or mentioned. Sample required as per specification Packing size.
Cream Cheese Un-Salted	910 Grm to 950 Grm Bot	Reputable Brand Imported. Ingredients and their nutritional information should be given or mentioned. Sample required as per specification Packing size.
Chinese Eggs Noodle	250 to 300 Grm Pkt	Reputable National & International Brand. Ingredients and their nutritional information should be given or mentioned. Made from wheat. Sample required as per specification Packing size.
Jam Strawberry	02 Kg to 03 Kg Plastic Jar.	Reputable National brand. Ingredients and their nutritional information should be given or mentioned. Sample required as per specification packing size.

**1. Labeling:**

- Date of manufacturing and expiry must be printed on each bottle, pkt, jar, & tin.
- 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 bottle, pkt, jar, & tin

**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.
- Delivery will be made in Karachi flight kitchen on as and when required basis.

**3. Laboratory Reports:**

- Samples will be evaluated by Evaluation Committee of Food Services subject to clearance of in house microbiological and sensory analysis, if required.

- Food Services Division may get a samples tested from reputable lab during the contract period and bill will be charged to the supplier.

4. Packing:

- Each carton shall be clearly marked or labeled with a name of the product, Names address of the manufacturer, date of expiry.

5. Who can supply:

- Wholesaler, Stockiest and Merchant..

6. Sample:

- Sample required as per specification packing size. Minimum 02 bottle, jar & tin each.

7. Other Terms & Conditions:

- Items found below the required specs may 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 clothes with Lab coat including shoes. A fine of 2% on each supply may be imposed in case of non-compliance of above standard.

I / We hereby confirm having read and understood the terms and conditions of the tender and I / we 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.

**Must fill all mentioned fields.**

Bidder's Signature \_\_\_\_\_ Bidder's Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Tel No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Contact Person \_\_\_\_\_

Cell No. \_\_\_\_\_

Valid Email \_\_\_\_\_

Valid GST No. \_\_\_\_\_

Valid NTN No. \_\_\_\_\_

Valid CNIC No. \_\_\_\_\_



**Tender Schedule "B"**  
**Tender No. FSD-CNT-039-21**

Mandatory Requirement (must attach with Technical Proposal)	YES / NO
<b><u>Dry Ration ABC-Items [Remaining 04-Items] Annual - KHI</u></b> Specification given above	
Participant must be registered with Sales Tax Authorities. Please attach copy of GST Registration Certificate indicating current "ACTIVE" status otherwise stand "REJECTED" ab-initio.	
Quality samples Qty: 15 Cups / Tray must be submitted (non-returnable)	
Delivery must be made at PIA Flight Kitchen through Local / Foreign Receipt Section PIA P&L Building, PIACL Head Office Karachi Airport, as per delivery schedule given in PO.	
2% Earnest Money (Pay Order) submitted along with the Financial Proposal	

**Tender Terms & Conditions**

1. If any stage documents provided by bidder found tempered /bogus 2%deposited E/Money will be forfeited.
2. All participants are required to quote rates inclusive of all Govt: Taxes & **GST separately**. (for local bidders)
3. Please note that quoted rates must be firm and final in all respect.
4. Guarantee & warrantee must be provided. (if applicable)
5. Payment TERMS NET THIRTY DAYS or as agreed.
6. Income tax will be deducted at source. (for local bidders)
7. Quotation must be valid for 120 days from the date of technical proposal opening.
8. Quantity 15% may increase or decrease.
9. Bid will be awarded on technically qualified individual lowest rates basis.
10. All foreign vendors must send their sealed quotation via courier service, with *cross reference Tender No.* directly to General Manager (Procurement), Supply Chain Management, 1<sup>st</sup> Floor (old P&L Department) Building PIACL Head Office J.I.A.P Karachi Airport – 75200, in case of postal delay PIA will not be responsible.
11. Items are subject to evaluation by providing advance sample to determine the required quality by the user department/Joint Evaluation Committee. Item found below PIA standard shall be rejected & not entertained.
12. It will be the suppliers' responsibility to obtain Entry Passes for PIA Flight Kitchen Division for their personnel and the vehicles form PIA. Security after completing the required formalities. (for local bidders)
13. Supplier staff delivering goods must be in clean uniform, non-conformity will incur 02% deduction from the billing amount.
14. 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).
15. Tender quantity will be split in 30% & 70% ratio, Zero Rated 70% quantity will be utilized on International Flights which is GST Exempted vides Sales Tax Act 1990 Sec-4(b).
16. PIA has right to visit the bidder's manufacturing site (if required).
17. Technically successful bidders will be informed their results & Financial Opening date.
18. Packing must be industrial standard of Card Board Box level & packages must be suitable for four to five times (loading off-loading) / transportation to PIA Network.
19. During the course of normal supplies or at tendering stage/process, PIACL reserves the right for laboratory testing of supplies / samples for reputable independent source at the expense of supplier.
20. All Terms & Conditions of Agreement Draft shall be applicable with Lol awarded bidder. (Formal Agreement will be made if required).
21. If you have any query you can contact without any hesitation to concerned Procurement Officer email [zameer.hussain@piac.aero](mailto:zameer.hussain@piac.aero) +92-21-99045131 / +92-333-3064590

**Must Attach with Technical Proposal**

Physical / Measurement / details of Samples - (Offer)	
<u>Fields</u>	<u>Sample, Brand &amp; Packing Details</u> <b>must be filled by bidder</b>
<i>Artificial Sweetener Powder</i>	
<i>Cream Cheese Un-Salted</i>	
<i>Chinese Eggs Noodle</i>	
<i>Jam Strawberry</i>	
<b>Supplier details – Whole Seller, Stockiest, General Order Supplier, Imported, Manufacturer or Authorized Distributor</b>	
<b>Samples DETAILS →</b>	

**DETAILS OF DOCUMENTS attached with Technical Proposal & Financial Proposal**  
 (bidder can attached extra sheet if required, mention each & every document)

**How to fill this:** Kindly write complete details of documents submitted along with Financial Proposal.

- Note :** back side of pay order for tender fee & 2% earnest money must be marked/written with following details
- 1, Tender Ref No. & date, Party / vendor name, NTN & GST No must be mentioned on back side of Pay Order.
  - 2, for tender fee (in technical proposal - ENVELOPE)
  - 3, for 2% earnest money (in financial proposal - ENVELOPE)

**Remarks / any other information regarding product etc**

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**(RUPEE ONE HUNDRED NON-JUDICIAL STAMP PAPER)**  
(Enclose with technical proposal)

**General Manager (Procurement)**  
**Supply Chain Management**  
1<sup>st</sup> Floor Supply Chain Management (old P&L) Department, Building,  
Pakistan International Airlines Corporation Limited  
Head Office J.I.A.P Karachi Airport 75200 Pakistan.

**Subject:                    UNDERTAKING TO EXECUTE CONTRACT**

Dear Sir,

1. We / I, the undersigned bidders 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 borned 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 three months after expiry of the contract period.
5. That in event of our / my failure to execute the formal contract within the period of Seven days specified by PIA the Earnest Money/Security Deposit held by PIA shall stand forfeited and we / I shall not question the same.

**Bidder's Signature** \_\_\_\_\_

**Name in Full** \_\_\_\_\_

**Designation** \_\_\_\_\_

**Cell No:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone No** \_\_\_\_\_

**Fax No** \_\_\_\_\_

**N.I.C. #** \_\_\_\_\_

**Seal** \_\_\_\_\_

**Dated** \_\_\_\_\_



**INTEGRITY PACT / DISCLOSURE CLAUSE**

Must be printed on company Letter Head - (Submit with Financial Proposal)

**Declaration of Fees, Commissions and Brokerage Etc.**

Payable by the Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services & Works.

M/s. \_\_\_\_\_ the Manufacturer / Authorized Distributor / 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 voidable 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 form from Government of Pakistan.