

REF: SCM/CNT-UFM-02/21

Tender Cost: PKR 2,000/-

INVITATION TO TENDER AND INSTRUCTIONS TO TENDERERS

M/S _____

Sub: Stitching of Female Officers / Staff Uniform PIA Islamabad
(Cloth will be provided by PIA)

Dear Sirs,

We are pleased to invite **sealed tenders** for the item listed in the attached schedule. 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 / Quotations addressed to **Manager Supply Chain Management Department, Beside PIA Flight Kitchen, Opposite Old Airport (Nur Khan Base) Rawalpindi** by 25th March, 2021. The tenders may be dropped in the tender box marked as **Tender Box** placed at Contract Cell SCM Office (as above) latest by 10:30 hours on the specified date. You may also send your tenders through registered A/D, 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 bidders.
2. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for any postal delays. The decision of **Manager Supply Chain Management** in this respect shall be final and binding
3. Non compliance to any of the terms and conditions of the tender would be liable for rejection.

EARNEST MONEY

The Tender should be accompanied by a Pay Order for RS. 2,000 (Rupees Two Thousand Only) (Non- Refundable) and 2% (two) of the tendered value having been deposited in terms of a Pay Order or any other financial instrument payable at Islamabad/Rawalpindi in lieu thereof 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.

SECURITY DEPOSIT

The successful Bidders at least one week prior to the award of Contract / Purchase Order shall furnish in the amount equivalent to 05% of total tender value as interest free Security deposit in shape of Pay Order of an equivalent amount or a Bank Guarantee in the form and substance acceptable to PIACL for an equivalent amount and to remain valid 3-months after the expiry/termination period of the Contract.

OPENING OF TENDER

Tender will be opened on “Single Stage Single Envelope” basis. All bidders must submit their proposals/Bids on specified tender opening date / time. Proposals/Bids in envelope shall enclose:

1. Copy of GST/NTN Certificate (Mandatory)
2. Tender Fees (Mandatory)
3. Letter Head Mentioning Names of Item for which company is Quoting. (Mandatory).
4. At least 05 Years Relevant Experience supported by Purchase/Supply Orders (Mandatory)
5. Company Profile, Technical Literature & Quality Certification (if any/required),
6. The Tender Schedule duly filled in, signed and sealed (on all pages) (Mandatory).
7. Pay Order for Earnest Money (2% of tender value in the name of Pakistan International Airlines) (Mandatory)
8. Tender terms & conditions (duly signed) (Mandatory)
9. Integrity Pack/Disclosure Clause
10. Undertaking on RS. 100/- or above non-judicial stamp paper duly signed and stamped by a Oath Commissioner (Mandatory).

PRICES

- a) The Prices quoted must be net as per accounting unit as shown in the Schedule to tender inclusive of all duties / taxes etc. 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 / Agreement.
- c) Offer must be valid for 120 days.

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 / tailors or accept the tenders at rates on lowest individual items or extend the date of opening by assigning the reason / as per the PPRA Rules.

Yours truly,
for Pakistan International Airlines

Manager
Supply Chain Management
Islamabad

TENDER SCHEDULE "A"
REF: SCM/CNT-UFM-02/21

Sub: Stitching of Female Officers / Staff Uniform PIA Islamabad
(Cloth will be provided by PIA)

S/No	Particulars	Cloth per Unit/Item	Quantity Required	Rate (PKR)	Total Value (PKR)
01	Shalwar Kameez (Females)	4.00	200		
02	Scarf/Dupatta	1.50	200		
TOTAL VALUE PKR					
17% GST (if applicable)					
Extended Financial Impact in PKR					

We / I hereby confirm 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 item/s are in terms of and subject to the terms and conditions of the tenders.

TENDERER'S SIGNATURE _____ DESIGNATION _____

ADDRESS _____

Tel No. _____ Fax No. _____ Email _____

GST No. _____ NTN NO. _____

SEAL _____

Tender Terms & Conditions

- 1- ALL PARTICIPANTS / PROSPECTIVE BIDDERS ARE REQUIRED TO QUOTE RATES INCLUSIVE OF ALL GOVT TAXES & GST SEPARATELY (IF APPLICABLE).
- 2- PLEASE NOTE THAT QUOTED RATES MUST BE FIRM AND FINAL IN ALL RESPECT AND WOULD REMAIN FINAL FOR CONTRACTED PERIOD.
- 3- PAYMENT TERMS NET THIRTY DAYS (NTD) INCOME TAX WILL BE DEDUCTED AT SOURCE. BILLS WOULD BE SUBMITTED TO FINANCE MANAGER RAWALPINDI
- 4- QUOTATION MUST BE VALID FOR 120 DAYS FROM THE DATE OF TENDER OPENING.
- 5- BIDDERS SHOULD FULFILL ALL DOCUMENTRY REQUIREMENT AS PER PIA PROCEDURE.
- 6- PARITES WITH NTN REGISTERED CAN APPLY ONLY.
- 7- ALL KINDS OF CLOTH/ACCESSORIES i.e., BUTTON/BRAID WILL BE PROVIDED BY PIA.
- 8- INSURANCE COVERAGE COVERING ALL RISKS INCLUDING THEFT, DAMAGE, FIRE TO CLOTH/STITCHED UNIFORM/MATERIAL ETC. TO BE PROVIDED BY SUCCESSFUL TAILOR / CONTRACTOR.
- 9- UNIFORM SHALL BE STITCHED FOR PIA PERSONNEL AGAINST UNIFORM FABRICATION ORDER/RELEASE ISSUED BY UNIFORM SECTION SCM DEPARTMENT.
- 10- FABRICATION OF UNIFORM IS TO BE STITCHED FIT TO WEAR / BESPOKE ACCORDING TO THE SATISFACTION OF THE INDIVIDUAL CONCERNED WITHOUT ALTERING PIA APPROVED PATTERN.
- 11- UTILIZATION OF CLOTH/ACCESSORIES WILL BE CALCULATED AS PER INDIVIDUAL MEASUREMENT BUT NOT TO BE EXCEEDED THE FIXED YARDAGE.
- 12- THE QUANTITIES MENTIONED IN THE ANNEXED SCHEDULE(S) MAY INCREASE / DECREASE UP TO 15% ACCORDING TO THE REQUIREMENT OF THE PIAC.
- 13- UNIFORM TO BE STITCHED STRICTLY AS PER PIA DESIGN.

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 damage, 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 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)

Manager (Supply Chain Management)
Pakistan International Airlines
Old Airport 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 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 held by PIA shall stand forfeited and we / I shall not question the same.

Tenderer's Signature _____

Name in Full _____

Designation _____

Address: _____

Phone / Fax # _____

N.I.C. # _____

Seal _____

Date _____