Pakistan International Airlines
Supply Chain Management
Commercial Purchases Section
Tel: 99043304
E-mail: dgmpc@piac.aero

REF: PIAC/AC-2020/LYP/works
Dated: 15-12-2020
Tender Cost: PKR 10,000

INVITATION TO TENDERS AND INSTRUCTIONS TO BIDDERS

M/S _____

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_____

Subject: **Tender Document for the Procurement of Air Conditioner Units Floor Standing 2.0 Ton delivery at Faisalabad Station**

Dear Sirs,

We are pleased to invite your sealed tenders for the subject tender. The terms & conditions of the tender / supplies are given below:-

A) SUBMISSION OF TENDER

1. You are required to send your sealed tenders **In "Single Stage Two Envelope"** Basis addressed to General Manager Procurement, PIA Supply Chain Management Building JIAP Karachi **by** **06-01-2021**. 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 Building latest by **10:30 hours** on the specified date. You may also send your tenders through registered A/D mail addressed to General Manager Procurement, 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.

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 Procurement in this respect shall be final and binding.

EARNEST MONEY

The Tender should be accompanied by a **2%** (two) of the tendered value having been deposited in terms of a Pay Order payable at Karachi in lieu thereof in the name of **M/S PAKISTAN INTERNATIONAL AIRLINES** as interest free Earnest Money (Refundable) in Financial Proposal / 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. . All tenders without Earnest Money shall not be considered.

SECURITY DEPOSIT

A) The successful tenderers 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.1% of the total awarded value in form of warranty Performance will be hold till the Completion of warranty as Described in Purchase Order and will be released after expiry of such warranty.

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 by PIA Management. Evaluation report uploaded on PPRA/PIA website.

Financial Proposal having following documents.

a) The Schedule duly filled in, signed and sealed.
b) Pay Order for Earnest Money 2%(Refundable).

Technical Proposal having following documents.

a) Tender Fees Pay Order of RS. 10,000 (NOT REFUNDABLE)
b) Company profile, Copy of GST & NTN certificate and technical literature.
c) Distributer OR OEM Certificate
d) Manufacturing must NOT before 2020 (Old Model will not be acceptable)

The outer cover of envelopes should bear address of the General Manager Procurement, PIA Supply Chain Management, JIAP Karachi – Pakistan, Tender reference number, opening date and company name.

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) The Tenderers must indicate whether its firm / company / organization etc is registered with PIA or not. If registered then specify PIA Registration number.

PRICES

a) The Prices quoted must be net as per accounting unit as shown in the Schedule to tender inclusive of all duties / taxes, packing, octroi and delivery charges for free delivery to Karachi Airport. 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** in Pakistan Currency. Additional information, if any must be linked with entries on the Schedule to Tender.

Note: Under PPRA Rule 38A, (incorporated newly by PPRA Authority):

i. A bidder may offer unconditional discount, in percentage of their quoted price or bids, before opening of the financial proposal.
ii. The discounted bid price shall be considered as original bid for evaluation being integral part of the bid.
iii. No offer of discount shall be considered after the bids are opened.

d) Offers must be valid for 120 days.
e) Quotation must be written on PIA prescribed form otherwise Bids will not be entertained.
f) 1% of the total amount will be kept by PIA Finance till the completion of Warranty.

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 Technical Specifications
2. Term & Conditions

Notes **: 1- Prescribed Tenders form for the subject item may be directly downloaded from PIAC / PPRA website.**

Schedule 'A'

"Split Air Conditioner 2.0 Ton "As and when required basis"

S.No	Description	Qty:	Unit Rate (Rs.)	Total
1.	**Floor Standing 2.0 Ton Invertor (Almirah) Air conditioner** With Standard material kit and safety device remote control, filters Kenwood Or Haier Or Gree Or Equivalent Minimum BTU : 24,000 **01 Year Parts Warranty** **03 Years Compressor warranty** • Manufacturing must NOT before 2020 (Old Model will not be acceptable) • Delivery will be at Faisalabad Station	06 EA		
			Grand Total	

Term and Condition ➔ Important Notes to Bidder (Mandatory)

1. **Tenders will be called on Single Stage Two Envelope basis.**
2. Manufacturing must NOT before 2020 (Old Model will not be acceptable). Manufacturing of new model will be acceptable.
2. **Bidder must be the OEM / Authorised Distributer Of OEM , or Direct Reseller or Dealer Of OEM can only participate.**
3. **Technical literature of the Offered brand along with Model must be provided with Technical Proposal.**
4. **Delivery shall be made at on urgent Basis with 10 days from the date Of PO , if failure , PIAC reserve the right to arrange some other source at Risk Purchase Basis**
5. **All local bidders are required to submit 2% of total bid value in Financial Proposal as Earnest Money in shape of pay order.**
6. **All participants are required to mention all taxes & GST separately.**
7. **Payment term net thirty days.**
8. **All participants must quote one rate for this tender.**
9. **Rate must be typed on Computer OR Typewriter. Only acceptable, if covered with adhesive tape.**
10. **Quotation must be valid for 120 days (Extendable as per Rule).**
11. **Item found below PIA Standard shall be rejected / returned.**
12. **PIA may reserve the right to increase or Decrease or cancel the requirement of any or Complete tender without any reason.**

TENDERER'S SIGNATURE _____ **Name** _____

Tel / Cell No._____ **Email** _____

GST No._____ **NTN NO.**_____

SEAL _____