

## 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.  
Tel: +92-21-99045281 / 5379, Fax: +92-21-34570120  
E-mail: [aleemuddin@piac.aero](mailto:aleemuddin@piac.aero) / [khijzpk@piac.aero](mailto:khijzpk@piac.aero)  
Website: [www.piac.com.pk](http://www.piac.com.pk)

Tender No. FSD-23010002

Dated. 06<sup>th</sup> February, 2023

Tender Cost. PK Rs 5,000.00 (for local bidders)

Fixed Earnest Money PKR \_\_\_\_\_

➤ Both to be placed in **Technical Proposal**  
Printable at paper size. A4

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

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

#### Sub: Requirement of "Seal Nylon Yellow" with PIA Logo & Serial Number - Annual.

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 In "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 **01-03-2023**. 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. 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. 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 mentioned Tender Ref No, date of opening & item description on their courier envelope.
3. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for any postal delays. The decision of [General Manager \(Procurement\)](#) in this respect shall be final and binding.

#### EARNEST MONEY - [for local bidders only]

The Tender should be accompanied by a Pay Order in the name of M/ s PAKISTAN INTERNATIONAL AIRLINES as interest free Earnest Money [Refundable] to be placed in

Technical Proposal in shape of Pay Order of an amount of Rs **[As Tabulated Below]** or a Bank Guarantee of equivalent amount [duly countersigned by the Head Office of the Bank], and remain be valid 03-months after expiry of the Contract. Tender without Earnest Money shall not be considered.

**SECURITY DEPOSIT - [for local bidders & optional for foreign bidders]**

Successful bidders, upon award of Contract / Purchase Order shall also be required to furnish an additional / difference amount will be obtained / called [if required] as Security deposit in shape of Pay Order or a Bank Guarantee of equivalent amount [duly countersigned by the Head Office of the Bank]. [for foreign bidders PIA may call amount equivalent to 05% Security Money by new participants upon evaluated 1<sup>st</sup> lowest bidder (if required)]

**PREPARATION OF TENDER**

Tender will be opened on “**Single Stage Two Sealed 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 specification carried out by PIA Management. 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/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.

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

1. **Tender Fees Pay Order of Rs 5,000.00 For Local Bidders. (Non-Refundable).**
  - (On back side of Pay Order Vendor must write company name/stamp, Tender Ref. No, date & Pay Order for Tender Fee)
  - **Earnest Money amounting Rs 100,000.00 of Total Bid Value in shape of Pay Order [issued from any scheduled bank] as Earnest Money [Refundable/Interest Free] - On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount] - for Local Bidders only**
2. **Quality samples (15 pieces) (Not-Returnable).**
3. **Technical Proposal of item & Company profile.**
4. **Copy of GST & NTN certificate (for local bidders only)**
5. **Tender Schedule “B”, “C” & Specifications, must be attached with Technical Proposal.**
6. **Manufacturers / Authorized Distributor, (with Authorization Certification from Manufacturer) / Importers / General Order Supplier can participate.**
7. **Samples must be without stamp & without vendor name, only temporary sticker for identification is allowed.**
8. **Items technical literature etc**
9. **Technical Proposal should be submitted in 02-two sets of all technical documents, inserted in Technical Proposal. (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:

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

- 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.

**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 PIA Flight Kitchen through Foreign / Local Receipt Section Supply Chain Management (old P&L) Department Building PIA 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**. Additional information, if any must be linked with entries on the Schedule to Tender.
- d) **Offers must be valid for 120 days.**
- e) Rates must be written on PIA prescribed form otherwise Bids will not be entertained.
- f) Correction White Fluid or Over Writing strictly 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 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 / cancel as per PPRA Rules.

Yours truly,  
*for Pakistan International Airlines*

**DGM Purchases Commercial**

Encl:

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

Notes: 1- Prescribed Tenders form for the subject item may be directly downloaded from [www.piac.com.pk](http://www.piac.com.pk) or [www.ppra.org.pk](http://www.ppra.org.pk) websites.

<b><u>Earnest Money Details</u></b>	<b><u>Amount Rs</u></b>
	<b><u>100,000</u></b>

**Must be submitted with Technical Bid.**

**Tender Schedule "A"**
**Ref No: FSD-23010002 (enclose with only Financial Envelope)**

Particulars of Item	Unit	Quantity Required	Unit Rate Without GST PKR	GST at 30% Quantity [if Applicable]	Total Value with GST at 30% Qty. PKR
<b>SEAL NYLON</b> "Embossed / Printing with PIA Logo & Serial Number" Specification given below at page # 05	No	720,000			
Total Value in figures/words					
Total Contract Value PKR →					
Fixed EARNEST MONEY (w/o GST) PKR →				<b>100,000.00</b>	

**Hand written bid (RATES) via Pen / Marker / Pointer etc will not be acceptable. Only TYPED BID / TYPED UNIT RATES will be accepted. Alternatively Transparent TAPE should be pasted over WRITTEN RATES. Non-Compliance of above may result in REJECTION OF YOUR BIDS.**

**Note:**

- Production / delivery capability must not less than **80,000** No's per month, in non-compliance the late delivery charges will be deduct from the bills of supplier at 5% per of each shipment & will be increased as per policy / (on time bar) / (risk & expense) item may be arranged from other source on supplier cost / black listing of supplier.
- After receiving of P.O. bidder must submit additional amount (fixed bid value) as Security Deposit within five (15) working days. (for local bidders).
- Delivery required in **Four (04) equal installments** with the gap of **60 days** / as required.
- First delivery required within **15 days** after P.O received or as agreed (both mutual understanding basis).
- 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 & EM for local bidders).

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.

**Must fill all mentioned fields**

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

Designation \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

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

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

NTN NO. \_\_\_\_\_

**SEAL** \_\_\_\_\_

**Seal Nylon YELLOW with PIA Logo & Serial Number**

- 01. Material → Nylon
- 02. Color → Yellow
- 03. Length → 23.50 cm End to end Approx.
- 04. Weight → 02.00 to 02.20 Grams Approx.

**Seal must have the following features mandatory.**

- 05. Pull tight type.
- 06. Must be serial numbered & embossed PIA Logo.
- 07. The locking ridges in the locking socket and on the strand should have due strength to achieve proper locking and must not open when pulled.
- 08. The stand should have strength along with, due flexibility so that it should not break when bent.
- 09. The Edge of the strand which has to be pushed into the locking socket should not be too flexible making it bend when inserting.
- 10. The strand should be able to be inserted easily into the locking socket.
- 11. A sealed pack of 100-seals only duly serial numbered with the list to be Poly Packet in Carton of 1,000-pieces.
- 12. Packing → Uniform packing of 1,000 pieces in strong trade-worthy card board box suitable for 4/5 time loading/off-loading / transportation to PIA Domestic/International Network.
- 13. Delivery → Free delivery at PIA Flight Kitchen through FRS / Local Receipt Section, PIAC Head Office Karachi Airport.
- 14. Who can supply → Manufacturer / Authorized Distributor of Manufacturer / Importer / General Order Supplier only participates in tender with proper documents to prove identity.

**Each box marked with followings:**

PIA Part No. FSD-5089  
Item Description .....  
PO No & date .....  
Quantity .....  
Supplied by M/s. ....

**NEW PIA Logo – for Printing, Embossing etc**



*Great People to Fly With*

**Tender Schedule "B"**
**Tender No. FSD-23010002 (insert in Technical Proposal)**

MANDATORY REQUIREMENT	YES / NO
<b>SEAL NYLON YELLOW</b> "Embossed with PIA Logo & Serial Number" Specification given above	
Participant must be registered with Sales Tax Authorities GST. No. & copies must be quoted.	
Quality samples Qty: 15 Pieces 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.	
Fixed Earnest Money (Pay Order) submitted along with the Technical Proposal	

**Tender Terms & Conditions**

1. If any stage documents provided by participants found tempered / bogus deposited E/Money will be fortified.
2. All participants are required to quote rates inclusive all Govt: Taxes & GST separately. (for localbidders)
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.
12. Item found below PIA standard shell be rejected & not entertained.
13. 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)
14. Supplier staff delivering goods must be in clean uniform, non conformity will incur 02% deduction from the billing amount.
15. 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 on bidder.
16. 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).
17. PIA has right to visit the bidder's manufacturing site (if required).
18. PIA can verify the material from any independent source / Laboratory at any stage forwhich charges will be deducted from the bills / security deposit of supplier / vendor.
19. Technically successful bidders will be informed their results & Financial Opening date.
20. Packing must be industrial standard of Card Board Box level & packages must be suitable forfour to five times (loading off-loading) / transportation to PIA Network.
21. If you have any query you can contact without any hesitation to concerned Procurement Officer email [aleemuddin@piac.aero](mailto:aleemuddin@piac.aero) +92-21-99045281 / +92-300-2976772

**FSD-23010002**  
**Tender Schedule "C"**

**Must Attach with Technical Proposal**  
**Physical / Measurement / details of Samples**  
**Offer**

<b>Fields</b>	<b>Remarks in detail      must be filled by bidder</b>
<b>Material</b>	
<b>Color</b>	
<b>Length</b>	
<b>Weight</b>	
<b>PIA Logo</b>	
<b>Serial Number</b>	
<b>Type</b>	
<b>Finishing</b>	
<b>Packing</b>	
<b>Production Capability</b>	
<b>1<sup>st</sup> Delivery (Qty &amp; Time)</b>	
<b>Manufacturer / Distributor / Importer / General Order Supplier</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 & 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 earnest money [in Technical proposal – ENVELOPE]

**Remarks / any other information regarding product**

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**Instructions for Foreign Bidders**

Foreign bidders are exempted from Earnest money and Tender fee.

1. INCO TERM: CFR KARACHI [SCM BUILDING PREMISES].
2. The quote must specify delivery time after placement of the Purchase Order.
3. Payment terms will be NET THIRTY DAYS [NTD]. Bids through e-mail shall not be entertained.

