



Pakistan International Airlines
Purchases Technical (Commercial) Section
1st Floor, Supply Chain Building
PIAC Head Office Karachi Airport Pakistan.
Tel: +92-21-9904-4483, Fax: 92-21-34570120
E-mail: hakim.jan@piac.aero

Tender Ref /23010032/23
Date: 15-05-2023
Tender Fee. PKR 10,000/=

Invitation for Tender and Instructions to Bidders

M/S _____

SUB: PROCUREMENT OF ATB2 AUTO THERMAL BOARDING CARDS WITOUT MAGNETIC STRIP QTY 04 MILLION.

Dear Sirs,

We are pleased to invite your sealed tenders for the item listed in the attached schedule-A from Leading Airline stationery's printers /Manufacturers or from authorized Distributors. 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:-

A) SUBMISSION OF TENDER

1. You are required to send / drop your sealed tender by observing the following:

- It is on **Single Stage Two Envelope Basis.**
 - Both envelopes should be separately sealed, (and marked as)
 - Technical Proposal and Financial Proposal
- Bids should be dropped in the box placed at the entrance of Main Building (Supply Chain Building -SCM) marked as "**Tender Box Commercial Purchases**". Latest by **(21.06.2023)**, Wednesday **until (10:30) Hrs**

Bids shall be opened on the same day **at (11:00 hours).**

- Bids may also be sent through registered A/D mail / Courier, which must reach before the closing date and time (mentioned above) on the following address:

Dy. General Manager-Procurement Management
1st floor
SCM – Building, PIA Head Office –Karachi Airport.
Terminal No. 1, JIAP **Karachi-Pakistan.**

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

Sign & Official Seal of Bidder

B). PREPARATION OF TENDER

The Tenders should contain two envelopes. Each envelope should be sealed individually as follows:

- Technical Proposals should contain *:
 - a. Technical Literature / Brochures.
 - b. Samples (if applicable)
 - c. Authority Letter (In the name of Rep. of Participating Co)
 - d. Tender Fee. [P.O. of PKR 10,000/=]
 - e. Signed **Copy** of **Duly Filled** Page: [Only Page No. 5]
i.e. → **“Mandatory Requirements, Affidavit & Check List”**
- Financial Proposals should contain*:
 - a. Prescribed Tender Form (All Pages mentioning Rates/ Quotes).
[Each page should be filled, signed & bearing company's seal].
 - b. Copies of all Applicable Certificates.
[NTN, GST, ISO, etc]
 - c. P.O. of Earnest Money 300,000.00 of the Bid.(Local Bidders only).
- Financial Proposals shall remain sealed and in the custody of PIA until the evaluation report (on basis of Technical literatures & samples) is issued by Competent Evaluation Committee (CEC).
- Evaluation Report shall be uploaded on PIA / PPRA website for 10 days for bidders to contest (if they need). They may lodge their grievances to grievance committee within this stipulated time.
- Financial Proposal so opened shall be of only those bidders declared **“Technically Qualified”** by the (CEC), on the date notified later. Remaining Financial Proposals shall be **returned un-opened**.

* **Note:** Non-submission of above required docs shall make the bid liable for **REJECTION**, even found **at any stage**.

C). ACCEPTANCE / REJECTION OF TENDER

PIA does not pledge herself to imperatively accept the lowest bid, but reserves the right:

- To accept or reject any or all bids / quotations (by assigning a reason);
- To divide business among more than one supplier; or
- To accept the tenders at rates on lowest individual items; or
- To extend the date of opening with assigned proper reason.

D). REGISTRATION / CERTIFICATION:

Bidders **MUST** be registered with or certified by

- a. Taxation Authorities (GST/ NTN). [Attach copy]
- b. Authorization from the Principal (if Authorized Agent / Distributor).[Attach Copy]
[Original may be asked to show at time of tender opening]
- c. PIA through Procurement Management. (If Pre-Qualified earlier)
[Note: Non-Prequalified bidder is NOT DEBARRED to participate in tender]

Sign & Official Seal of Bidder

E) FINANCIAL MATTERS:

a. Followings **MUST** be attached with the tender documents:

- Tender Fee **Rs. 10,000/=** [Please Attach in Technical Bids].
- Earnest Money 300,000.00 of the bid. [Please Attach in Financial Bids].

b. Successful bidders (upon award of Contract / Purchase Order) shall submit an amount equivalent to **05%** of total tender value as interest free **Security Deposit** in shape of Pay Order, or a Bank Guarantee duly countersigned by the Head Office issuing Bank, and shall remain valid for 3-months after the expiry of the Contract.

c. The Earnest Money submitted with the tender can be converted into security deposit, and balance 3% amount shall be deposited accordingly.

Pay orders / Bank Guarantee shall be made in the name of **M/S PAKISTAN INTERNATIONAL AIRLINES.**

d. Earnest / Security Money deposited against a running contract (s) Purchase Orders(s) shall not be transferable as earnest money for any other tender.

e. All tenders without Earnest Money shall not be considered.

f- Instructions for Foreign Bidders:

Foreign bidders are exempted from Earnest & Tender fee.

1. **Inco terms of the bidders must be FOB/CFR nearest PIA station only.**
2. The quote must be in accordance with the attached delivery schedule given in schedule 'A'.
3. Payment terms will be **NET THIRTY DAYS (NTD) after receipt of material at KHI via nearest PIA office.**

Yours truly,

For Pakistan International Airlines

DGM –Purchase Technical- Commercial
Email: hakim.jan@piac.aero
Ph: +92-21-99044483

Sign & Official Seal of Bidder

Encl:

1. Tender Schedule-A
2. Specifications provided by user.
3. Mandatory Requirement / Terms & Conditions
4. Undertaking
5. Integrity Pact

Notes: Prescribed Tenders form may also be downloaded from www.piac.com.pk and www.ppra.org.pk

Tender Schedule "A"
Tender Ref : 23010032/23

PARTICULARS (Specifications)	UOM	QTY	ORIGIN	UNIT RATE PKR / USD / GBP / OTHERS	GST As Applicable	EXTENDED VALUE PKR / USD / GBP / EURO/OTHERS	REMARKS
Auto Thermal Boarding Cards without Magnetic Strip. 1.Compliance with IATA specs (RS722) 2-2-82.55mmx203.2MMX8" 3-173 GRS THERMAL PAPER 4-FRONT THREE COLORS- REVERSE-0 COLOR 5- PERFORATED CUT,FAN FOLDED WITH BINDING STUB. Note: Total Sample Qty 250 /pcs required for test & evaluation – mandatory basis along with existing supplier.	EA	4M					
Total							
Grand Total							

Note: Please avoid cutting / over writing, using correction fluid while filling in this Tender Schedule.

Authorized Signatures (of the Bidder): _____
 Official Seal of the Company: _____

MANDATORY REQUIREMENTS

AFFIDAVIT & CHECK LIST

FOR TENDER/23010032/ 23

1	We are participating as: (Tick as applicable) Manufacturer / Producer / Authorized Distributor / Whole Seller / General Order Supplier / None on All.	Our Principals are M/ s: _____ [Note: Please attach Copy as applicable]
2	We are registered with following Authorities and our Registration Numbers are: → → → → _____ Note: 1. Please write ' N/ A ' where Not Applicable. 2. Please attach Copies of notified Documents.	GST : _____ NTN : _____ ISO : _____ PSQCA : _____ OTHERS: _____
3	We have attached: Note: [Don't write any amount in Earnest Money's column, if it is Single Stage Two Envelope Bid]	Tender Fee (Rs) : _____ [In Tech. Prop] * Earnest Money: xxxx [In Financial Prop] ** [Please Do Not write Amount here]
	* P.O / CR. No _____ Drawn on Bank: _____ Branch: _____ ** P.O / CR. No _____ Drawn on Bank: _____ Branch: _____	
4	Offered item will be from Fresh Stock and Minimum Expiry shall be (1) One Years.	
5	Our offered item(s) contains Warranty / Guarantee.	No / Yes _____ Years / Months (By Manufac.)
6	<u>Product Specific "MANDATORY" Requirements</u>	
	Size: _____ Color: _____ Brand Equivalent To: _____ We are submitting Quality Samples Qty ____ ea along with our Technical bid.	
7	We shall make deliveries free of all charges, and as per schedule given in tender / Purchase Order.	
8	We are quoting JUST ONE RATE (inclusive of all taxes, mentioned separately) that are firm & final in all respects, and shall be valid for 180 days countable from the date of FINANCIAL BID opening.	
9	We have attached (duly signed and affixed sealed) Integrity Pact on our letter head. The same shall be submitted by us (along with Contract Agreement) on Stamp Paper if tender is awarded to us.	
10	We are agreed for Payment terms Net Thirty Days (NTD), and Income Tax deduction at source.	
11	We understand that the required quantities may be increased / decreased by 15 %.	
12	I / We do hereby affirm that: <ul style="list-style-type: none">▪ I / we have read and understood the terms and conditions of the tender as mentioned above & agreed that our bid is in line with the terms and conditions of this tender.▪ Whatever is written above is true to the best of my knowledge and belief.▪ I / we are fully aware that my / our bid may be rejected if; at any time, any of the entry is found wrong / false.▪ This tender is filled in; the signature & affixing the company's seal on all pages are by me.	

Name : _____ Designation * : _____

Address: _____

_____ E-Mail : _____

Cell No: _____ Tel No : _____ Fax No: _____

Authorized Signature (Bidder): _____ Company's Seal : _____

* **[Note:** Please specify whether you are signing as:
: Sole Proprietor or Attorney → (if Proprietorship)
: Active Partner or Attorney → (if Registered under Partnership Act)
: Secretary / Director / Manager → (if Registered under Company's Ordinance)

(To be submitted on Rs. 100 Stamp Paper)

General Manager Procurement
Supply Chain Management Department
Pakistan International Airlines.
Karachi

Subject: Undertaking to Execute Contract

Dear Sir,

1. We/I, the undersigned bidders do hereby confirm, agree and under take to do following in the event our / my tender for supply of

_____ to PIA is approved and accepted:

2. That we / I will into and execute the formal contract, a copy of which has been supplied to us / me, receipt whereof is hereby acknowledge and which has been studied and under stood 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 expense 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 e 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 forfeited and we / I shall not question the same.

Bidders Signature _____

Name in full _____
Designation _____
Address _____
Phone / Fax # _____
CNIC _____
Seal _____
Date _____

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 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.