

## **Prequalification of Freight Forwarders**

Pakistan International Airlines (PIA), National Flag Carrier, and the Premier Airline of the region, intends to Prequalify companies specialized in Freight Forwarding / Transportation of Freight (inbound and outbound) by Air and Sea Shipments on as and when required basis.

### **Submission of Proposal**

Interested parties may drop their sealed proposals in the tender box marked as “**Tender Box Commercial Purchases**” placed at entrance of PIA Supply Chain Management Department Building latest by 10:30 hours on / before **14-04-2021**. Alternately same can also be sent through courier services to General Manager Contract Management, which must reach before the closing date and time. Tenders will be opened at 11:00 hours the same day in the presence of those tenderers who care to attend.

**Bidders are required to submit a Pay Order of Rs. 6000/- in the name of M/S PAKISTAN INTERNATIONAL AIRLINES (Non-Refundable) as tender fees along with the Proposal.**

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

General Manager Contract Management  
Supply Chain Management Department,  
PIA Head Office, JIAP, Karachi.

Tel: +92 219904 4216

+92 219904 3081

Email: [gm.cm@piac.aero](mailto:gm.cm@piac.aero)

[contract.administration@piac.aero](mailto:contract.administration@piac.aero)

**INVITATION FOR PREQUALIFICATION**

**Tender Fees PKR-6000/-**

**Tender No. GMCM/Freight Forwarders/ Prequalification/01/21**

**Tender Name: PRE-QUALIFICATION NOTICE**

M/S .....

Dear Sirs,

Pakistan International Airlines (PIA), National Flag Carrier, and the Premier Airline of the region, intends to Prequalify companies specialized in Freight Forwarding / Transportation of Freight (inbound and outbound) by Air and Sea Shipments on as and when required basis.

Interested parties may drop their sealed proposals in the tender box marked as “**Tender Box Commercial Purchases**” placed at entrance of PIA Supply Chain Management Department Building latest by 10:30 hours on / before **14-04-2021**. Alternately same can also be sent through courier services to GM Contract Management, which must reach on or before the closing date and time. Tenders will be opened at 11:00 hours the same day in the presence of those tenderers who care to attend.

Proposals received after stipulated date & time shall not be considered. The Corporation will not be responsible for postal delays. The decision of GM Contract Management in this respect shall be final and binding.

**SUBMISSION OF TENDER**

1. You are required to send your proposals addressed to GM Contract Management, PIA Supply Chain Management department, JIAP Karachi latest by **14-04-2021 till 1030 hrs (PST)**. The proposals may be dropped in the tender box marked as “**Tender Box Commercial Purchases**” placed at the entrance of the PIA Supply Chain Management department on the specified date. You may also send your tenders through registered A/D mail addressed to GM Contract Management, 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 who care to attend.

2. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for postal delays.
3. **Bidders are required to submit a Pay Order of Rs. 6000/- in the name of M/S PAKISTAN INTERNATIONAL AIRLINES (Non-Refundable) as tender fees along with the Proposal.**

### **INSTRUCTIONS TO BIDDER**

#### **PREPARATION OF TENDER**

The proposals submitted shall comprise of a single package containing all the relevant documents. On the given tender opening date “Proposal” will be opened in the presence of available bidders.

#### **PREPARATION OF PROPOSAL:**

In proposal, please provide all the available Technical details offered by company, supported with the corporate profile, copies of certifications, technical literature, brochure, drawings and pictures, client list details etc. Proposal received shall be evaluated in accordance with the given evaluation criteria.

PIA shall have the right to visit the facility / premises of the bidders or call for any further documents to establish the capability of firms to undertake this order/contract. PIA’s decision in this regards shall be final will not be questioned in any court.

#### **BIDDERS MUST:**

Bidder must be registered with Sales Tax Authorities; please attach copy of Registration Certificate (Local Bidders Only). Affix the company seal on all tender documents.

Mention clearly Tender Reference on TOP RIGHT CORNER OF PROPERLY SEALED ENVELOPE, BEARING COMPANY’S STAMP

**QUALIFICATION CRITERIA:**

Pre-qualification will be based on meeting the minimum requirements to pass in the evaluation criteria and the result “Qualified” or “Disqualified” will be based on the marks obtained by the organization. PIA reserves the right to waive minor deviations if they do not materially affect the capability of an applicant to perform the contract.

All firms found capable of in the services and meeting the prequalification evaluation criteria shall be prequalified.

Failure to provide information that is essential for effective evaluation of the applicant’s qualifications or to provide timely clarification or sub substantiation of the information supplied may result in the applicant’s disqualification.

Litigation history of the organization should provide accurate information on any litigation or arbitration resulting from contracts completed or under its execution over the last five years. A consistent history of awards against the applicant or any partner may result in disqualification.

The procuring agency’s employees, committee members, board members and their relative (spouse and children) are not eligible to participate in the tender.

**EVALUATION OF APPLICATIONS**

The procuring entity will examine the applications to determine whether they are complete and generally in order to be determined as sufficiently responsive. The procuring entity will carry out the evaluation of the Applications, on the basis of their responsiveness to the requirements, applying the evaluation criteria and point system specified therein.

The procuring entity reserves the right to waive minor deviations in the qualification criteria if they do not materially affect the capability of an Applicant to perform the contract.

**ACCEPTANCE OF TENDER**

PIA do not pledge itself to accept the 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 in line with PPRA rules.

**DURATION**

Pre-Qualification status will be awarded for the period of three (03) years.

General Manager Contract Management  
Supply Chain Management Department,  
PIA Head Office, JIAP, Karachi.

Tel: +92 219904 4216

+92 219904 3081

Email: [gm.cm@piac.aero](mailto:gm.cm@piac.aero)

[contract.administration@piac.aero](mailto:contract.administration@piac.aero)

## EVALUATION CRITERIA

**Marks Allocated : 100**
**Qualifying marks: 75**

S no	Requirements	Max Score	Score Attained
	<b><u>Company Experience</u></b>	Marks Allocated 10	
1	i). 10 and above years of experience	10	
	ii). 09 - 05 years of experience	09-05	
	iii). 04 - 01 years of experience	04-01	
	<b><u>Clientele Detail</u></b>	Marks Allocated 10	
2	i). 10 or more major clients	10	
	ii). 09-05 major clients	09-05	
	iii). 04-01 major clients	04-01	
	<b><u>No of Skilled Manpower</u></b>	Marks Allocated 10	
3	i). More than 20 qualified skilled manpower	10	
	ii). 20 - 11 qualified skilled manpower	09-05	
	iii). 10 - 01 qualified skilled manpower	04-01	
4	Capability and capacity of Freight Forwarding / Transportation of Freight (inbound and outbound) by Air and Sea Shipments.	10	
5	Experience with reference to Airline Industry	10	
6	ISO or other international accreditation / membership with regulatory body	10	
	<b><u>Special Requirement / Conditions</u></b>	Marks Allocated 20 Marks	
7	i). License / Registration with relevant Customs Authorities	05	
	ii). Membership with concerned trade body / association	05	
	iii). Details of specialized Staff/Manpower that has the proficiency to acquire efficient/economic clearance of aviation goods including DG Goods Expertise and relevant experience in field / services specific to Aviation industry	05	
	iv). Capability of Customs Innovative consultancy, understanding custom Innovative concepts that will yield cost and time savings of Customs authorities.	05	

8	<b><u>Financial Health</u></b> Participating organization must provide Annual Turnover, Authorized Capital, Net Profit Before Tax alongwith Tax Returns.	Marks Allocated 10	
	i). Annual Turnover More than Rs. 50 M	10	
	ii). Between Rs. 40 - 50 M turnover	08	
	iii). Between Rs. 30 - 40 M turnover	06	
	iv). Between Rs. 20 - 30 M turnover	04	
	v). Between Rs. 20 - 10 M turnover	02	
9	<b><u>Litigation History</u></b>	Marks Allocated 10	
	i) NIL Litigation History	10	
	ii) One Litigation decided / subjudice - Favour / Against	07	
	iii) Two Litigation decided / subjudice - Favour / Against	04	
	iv) Three Litigation decided / subjudice - Favour / Against	01	
	v) Four and Above decided / subjudice - Favour / Against	00	
<b>TOTAL....</b>		<b>100</b>	

**N.B.**

**Please provide Documentary evidence in support of your response, without Documentary evidence section will be marked as Zero**

**Form (1)**

**GENERAL INFORMATION**

1.	Name of firm	
2.	Head office address	
3.	Telephone	Contact
4.	Fax	E-mail
5.	Place of incorporation/registration	Year of incorporation/registration
6.	<p><b>Details of POC (Point of Contact) for Tender / RFQs:</b></p> <p>Name:</p> <p>Email:</p> <p>Telephone :</p> <p>Cell Number:</p> <p>One General Email address for Correspondence CC copy:</p>	



**Form (2)**

**GENERAL EXPERIENCE SUMMARY**

**Form (3)**

**DETAILS OF CONTRACTS OF SIMILAR NATURE**

Use a separate sheet for each contract.

1.	Number of contract	
	Name of Contract	
	Country	
2.	Name of Organizations	
3.	Organizations address	
4.	Nature of works and special features relevant to the contract for which the Organization wishes to prequalify (You may attach a separate sheet)	
5.	Contract role (check one) * Sole contract *Management contract *Subcontract *Partner in a joint venture	
6.	Value of the total contract/subcontract/partner share (in specified currencies at completion, or at date of award for current contract)	
7.	Date of award	
8.	Date of completion	
9.	Contract/subcontract duration (years and months) - years - months	
10	Specified requirements	



**Form (5)**

**FINANCIAL CAPABILITY**

<b>ANNUAL TURNOVER DATA</b>	
<b>Years</b>	<b>Turnover</b>
1	
2	
3	
4	
5	

Total Assets	
Current Assets	
Total Liabilities	
Current Liabilities	
Profit Before Taxes	
Profit After Taxes	

