

PIA

Pakistan International Airlines
Supply Chain Management Department
Commercial Purchases Section
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E-mail: dgmipc@piac.aero

TENDER REF : 20010010
Dated : 25-06-2021
Tender Fee : PKR 10,000

→ Evaluation Report Publication Fee (PKR 10,000): Lowest Evaluated Bidder is required to submit this amount before issuance of Purchase Order , on failing which bids may be treated as Rejected, and Earnest Money may also forfeited.

M/S _____

Sub: Tender document for the Procurement of Personal Computers PC = 50 for Engg Digital Project

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:-

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 **14-07-2021**. The tenders may be dropped in the tender box marked as “**Tender Box Commercial Purchases**” placed at the entrance of the PIA Procurement & Logistics 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 Commercial Purchase and Contract 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

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.

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. After 10 days the Financial Proposal of only those bidders will be opened whose sample are found acceptable.

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.
If not provided , bid will be rejected On Spot.

The outer cover of envelopes should bear address of the General Manager Procurement & Logistics, PIA Procurement & Logistics Building, 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.

PRICE

- 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
2. Terms & Conditions

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

Personal Computer Specifications

Brand	Hp, Dell, Lenovo OR equivalent
Processor Type	Intel Core i5, 8th Generation or Above
Processor Speed	3.0 GHz or Higher
Installed RAM	04 GB or Higher
SATA	512 GB or Higher
USB 2.0	YES
USB 3.0	YES
Screen size	21" diagonal, FHD or Higher
Accessories	Mouse and Keyboard same brand
Color	Black/Grey/Silver
LAN	YES
Condition	New Box Pack
HDMI	YES
Operating system	Genuine Windows 10 Professional
Warranty	Three (03) Year Standard

Mandatory Requirements

Required	Descriptions
Partnership Letter	Vendor must be <u>OEM</u> or <u>Certified Partner</u> Or <u>Authorized distributor / Partner of Certified partner / Distributor of OEM</u>
Company Registration Certificate	The Vendor must have at least 5 years experience in computer business i.e. Attached Some Purchase Orders and Registration Certificate
Company Letter Head	The vendor must provide three (03) year standard warranty with parts and labour on site
Complete Address	The vendor must have physical presence in two major cities Karachi and Islamabad . Preference will be given to three cities.
Gartner Magic Quadrant	The OEM must be enlisted in Gartner Magic Quadrant , Renowned Brand. Brand must be well known to 15 Countries atleast

S.No	Description	Qty	Per Unit Cost (PKR)	GST (if applicable), PKR	Cost of Total QTY (with GST), PKR
1	<u>Personal Computer</u> <u>Specification as above</u>	50 EA			

Terms and Conditions

Financial Proposal having following documents.

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

Technical Proposal having following documents.

- Tender Fees Pay Order of RS. 10,000 (NOT REFUNDABLE)
 - 10,000 from Lowest bidder (Non Refundable) for Evaluation Report from Lowest bidder
 - Company profile, Copy of GST & NTN certificate and technical literature.
 - If not provided , bid will be rejected On Spot
1. They have quoted the rates *inclusive of all GOVT Taxes*; but; *GST in currency separately*.
 2. Required / tendered quantity may increase or decrease.
 3. SCM Department (PIA) will not be held responsible for any postal delay.
 4. Purchase Order will be awarded to lowest Evaluated Bidder.
 5. **Delivery:** Delivery must be made as per Schedule given in Purchase Order.
 6. **Validity of Quote:** Quote must be valid for **120 Days** countable from date of opening of Technical Bid.
 7. **Rejection:** Item found below PIA standard shall be rejected / returned at the cost to the vendor.
 8. Please quote only one rate. More than one rates bid may be consider as Rejected
 9. **Guarantee / Warranty:** Guarantee & Warrantee must be provided. (if Applicable)
 10. **Payment Terms:** Payment terms **NTD** (Net Thirty Days).
 11. Advance Payment shall not be made for Commercial items. Hence payment term will be NTD after submission of invoices.
 12. **Deduction of Tax:** Income Tax will be deducted at source.
 13. **Declaration by Bidder:** We/ I hereby affirm that all terms and conditions of the said tender are read and understood and we / I expressly confirm and agreed that our bid is in consonant to the terms and conditions of the tenders.

Tenderer's Signature _____ Designation _____

Address _____

Tel No. _____ Fax No. _____ Email _____

GST No. _____ NTN NO. _____

Seal _____