

REF: SCM/LHE/PPEs/2020

Tender Cost: PKR 2,000/-

INVITATION TO TENDER AND INSTRUCTIONS TO TENDERERS

M/S _____

Sub: Procurement of PPEs for PIA Lahore at Pakistan Allama Iqbal International Airport (AIIAP), Lahore on “As & when required basis”.

Dear Sirs,

We are pleased to invite your sealed tenders for the item listed in the attached schedule. 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 Asst. Manager SCM, PIA Complex Allama Iqbal Int'l Airport (AIIAP) Lahore latest by **THURSDAY / June 04, 2020**. The tenders may be dropped in the tender box placed at the entrance of the PIA SCM Section; PIA Complex AIIAP Lahore latest by **10:30 hours** on the specified date. You may also send your tenders through courier addressed to Asst. Manager SCM, PIA Lahore, which must reach before the closing date and time mentioned above. Tenders will be opened at 11:00 hours on 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 any postal delays. The decision of Tender Opening Committee in this respect shall be final and binding.
- 3.

Non compliance to any of the terms and conditions of the tender would be liable for rejection.

EARNEST MONEY

The Tender should be accompanied by a Pay Order OR Cash Receipt from Accounts Officer 2nd Floor AIIAP Lahore for RS. 2,000 (Rupees Two Thousand Only) as tender fee (Non-Refundable) and 02% of the total BID VALUE having been deposited in terms of cash receipt or a Pay Order payable at Lahore in lieu thereof in the name of M/S PAKISTAN INTERNATIONAL AIRLINES as interest free **Earnest Money** (Refundable). Earnest Money in any other shape shall not be accepted. Earnest / Security Money deposited against a running contract (s) purchase orders(s) shall not be transferable as earnest money for any other tender. 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 an amount up to 05% of the total Bid Value (Refundable after the successful completion of contract period / delivery & installation of Cameras) as interest free Security deposit in shape of Pay Order OR through CASH RECEIPT. The Earnest Money already held can be converted into Security Deposit and balance amount if any shall be deposited as above.

PREPARATION OF TENDER

Mode of tendering will be “**Single Stage Single Envelope Basis**”

The BID (Tender) submitted shall comprise of a single package containing two envelopes, each envelope shall be marked as “**FINANCIAL**” and “**TECHNICAL**” proposals. For technical proposals, Company profile to be attached along with the copy of GST & Income Tax registration forms as well as the technical literature / brochures / Certifications to be served as Technical Proposal. Pay Order / Cash receipt of Rs. 2,000/- in respect of Tender Fee also to be annexed with the Technical Proposal. These documents would serve as the Technical Proposals.

Financial Proposal must have following documents:

- a) The Schedule “A” duly filled in, signed and sealed.
- b) Cash Receipt OR Pay Order of 02% of Bid Value for Earnest Money (Refundable).

Technical Proposal must have following documents:

- a) Tender Fees Pay Order of RS. 2,000 (NON REFUNDABLE)
- b) Company profile, Copy of GST & NTN certificate and technical literature/brochures / Certifications etc...

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 Complex, AIIAP Lahore. 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. 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.
- c) Offers must be valid for 90 days.

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 by assigning the reason / as per the PPRA Rules.

Yours truly,

For Pakistan International Airlines
Asst. Manager SCM LHE

Encl:

- 1. Tender Schedule-A**
- 2. Terms & Conditions**
- 3. Single Stage Single Envelope Procedure**
- 4. Undertaking to Execute Transaction**
- 5. Integrity Pact**

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

TENDER SCHEDULE “A”

REF: SCM/LHE/PPEs/2020

Sub: Procurement of PPEs for PIA Lahore at Pakistan Allama Iqbal International Airport (AIIAP), Lahore on “As & when required basis”.

S/No	Particulars	Unit	QTY	Amount in PKR	17% GST in PKR (if applicable)	Total Value in PKR
01	3 Ply Surgical Mask with nose pin (50gsm or above) (with certifications)	Each	42,000			
02	Hand Gloves surgical (powdered free/non-sterile) (with certifications)	Pair	40,000			
03	Sanitizer (01 ltr packing) duly approved by recognized laboratory	Ltr	100			
TOTAL VALUE						
EARNEST MONEY						

We / I hereby confirm 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 item/s are in terms of and subject to the terms and conditions of the tenders.

TENDERER’S SIGNATURE _____ DESIGNATION _____

ADDRESS _____

Tel No. _____ Fax No. _____ Email _____

GST No. _____ NTN NO. _____

SEAL _____

Tender Terms & Conditions

- 1- ALL PARTICIPANTS / PROSPECTIVE BIDDERS ARE REQUIRED TO QUOTE RATES INCLUSIVE OF ALL GOVT TAXES & GST SEPARATELY (IF APPLICABLE).
- 2- ALL PARTICIPANTS MUST QUOTE ONE RATE AND WHILE DELIVERY WOULD BE REQUIRED IMMEDIATELY AFTER THE PURCHASE ORDER ISSUED.
- 3- PLEASE NOTE THAT QUOTED RATES MUST BE FIRM AND FINAL IN ALL RESPECT AND WOULD REMAIN FINAL FOR CONTRACTED PERIOD.
- 4- GUARANTEE & WARRANTEE MUST BE PROVIDED. (IF APPLICABLE)
- 5- PAYMENT TERMS NET THIRTY DAYS (NTD) INCOME TAX WILL BE DEDUCTED AT SOURCE. BILLS WOULD BE SUBMITTED TO FINANCE SECTION, PIA EGERTON ROAD OFFICE AFTER DULY ENDORSED FROM MANAGER P&L PIA LAHORE.
- 6- QUOTATION MUST BE VALID FOR 90 DAYS FROM THE DATE OF TENDER OPENING.
- 7- SUPPLIER SHOULD FULFILL ALL DOCUMENTRY REQUIREMENT AS PER PIA PROCEDURE.
- 8- SUPPLIER'S STAFF DELIVERING GOODS OR ON PERIODIC VISIT MUST BE IN CLEAN UNIFORM, NON CONFORMITY WILL BE SUBJECT TO FINE.
- 9- ONLY PARITES HAVING VALID GST/INCOME TAX CERTIFICATE CAN APPLY. BIDDERS SHOULD BE ON ACTIVE TAX PAYERS LIST OF FBR.

SINGLE STAGE – SINGLE ENVELOPE PROCEDURE:-

- 1- The bid shall comprise a single package containing **financial proposal** and the **technical proposal**; Technical proposal of prospective bidders shall be evaluated against the criteria given with these tender documents. In this respect, PIA official/s can also pay a visit to bidder/s site/office.
- 2- The technical proposals shall be evaluated against the laid down criteria given and part of these tender documents. And may reject any proposal/s which does not conform to the specified requirements mentioned in said document
- 3- During the technical evaluation no amendments in the technical proposal shall be permitted;
- 4- The bid found to be the lowest evaluated bid shall be accepted.

(To be submitted on Rs. 100 Stamp Paper)

Manager Procurement & Logistics
Procurement & Logistics Section
Pakistan International Airlines
Lahore.

Subject: **UNDERTAKING TO EXECUTE CONTRACT**

Dear Sir,

1. We / I, the undersigned tenderer do here by confirm, agree and undertake to do following in the event our / my tender for _____, is approved and accepted:-
2. That we / I will enter into and execute the formal contract, a copy of which has been supplied to us / me, receipt whereof is hereby acknowledged and which has been studied and understood 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 expenses 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 be 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 stand forfeited and we / I shall not question the same.

Tenderer's Signature _____

Name in Full _____

Designation _____

Address: _____

Phone / Fax # _____

N.I.C. # _____

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.

