

**Pakistan International Airlines**  
Supply Chain Management Department  
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**Tender Ref#: FSD-CNT-026-19**  
**24<sup>th</sup> Sep, 2019**  
**Tender Cost. Rs.3,000.00 (for local bidders)**  
Printable at paper size: A4 page.

**INVITATION TO TENDERS AND INSTRUCTIONS TO BIDDERS**

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

**Subject: Annual Requirement for the Supply of “Dry Ration Items (HERBS)” 2019-2020 KHI Station.**

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**

You are required to send your sealed tenders on “Single Stage Two Envelope Basis” addressed to **General Manager (Procurement)**, Supply Chain Management, (Old P&L) Store Building Karachi Airport-75200 by **14-10-2019 Monday**. The tenders may be dropped in the tender box marked as “Tender Box Commercial Purchases” placed at the entrance of the Supply Chain Management, (Old P&L) Store Building, PIACL latest by 10:30 hours on the specified date.

Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for postal delays. The decision of **General Manager (Procurement)** in this respect shall be final and binding. Tenders will be opened at 11:00 hours the same day in the presence of bidders. (Optional)

**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 mention Tender Ref No, date of opening & item description on their courier envelope.

### EARNEST MONEY (for local bidders only)

The Tender should be accompanied by a 02% (two percent) of the total tender value in the form of a Pay Order [from any scheduled bank] and must be payable at Karachi Pakistan in lieu thereof in the name of M/s. PAKISTAN INTERNATIONAL AIRLINES CORPORATION LIMITED as interest free Earnest Money (Refundable) with Financial Proposals. 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 (for local bidders & optional for foreign bidders)

The successful bidders 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. (for foreign bidders PIA can call for 05% Security Money from new participants if required)

### 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 according to specifications. 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 and PIA websites.

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.

### Financial Proposal having following documents.

- a) The Schedule-A duly filled in, signed, stamped and sealed.
- b) Pay Order for Earnest Money 2% (Refundable)
- c) Bids will not entertained / rejected if 2% EM Pay Order not enclosed with Financial Proposal.

### Technical Proposal having following documents.

- a) Quality samples (Minimum 01 Packet/BOT of Each Item) (NOT RETURNABLE),
- b) Company profile, Copy of GST & NTN certificate.
- c) **All items must be sticker with item name & serial number of item, with supplier name. (Removable).**
- d) **Technical Proposal should be submitted in 02-two sets of all technical documents & inserted in Technical Proposal Envelope. Mandatory**
- e) **Ingredients must be declared & must be National / International Certification regarding Food Law.**

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.

## PRICES

The Prices quoted must be net as per accounting unit as shown in the Schedule to tender inclusive of all taxes.

- a) The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order / Contract.
- b) 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.
- c) Offers must be valid for 120 days.
- d) Quotation must be written on PIA prescribed form otherwise Bids will not be entertained.

## 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 Purchase Commercial SCM

- Encl.
- 1, Tender Schedule "A"
  - 2, Terms & Conditions
  - 3, Mandatory Requirement
  - 4, Undertaking (If attached with tender)
  - 5, Draft Agreement

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

<https://www.piac.com.pk/corporate/sales-procurement/tenders>

Sign & Seal of Bidder

*Subject: Annual Requirement for the Supply of "Dry Ration Items (HERBS)" 2019-2020 KHI Station.*

| S#   | Particulars of Item              | Unit | Station | Quantity Required | Unit Rate | Extended Value | Remarks |
|--|----------------------------------|------|---------|-------------------|-----------|----------------|---------|
| 1.   | <b><u>OREGANO</u></b>            | KG   | KHI     | 16                |           |                |         |
| 2.   | <b><u>THYME</u></b>              | KG   | KHI     | 16                |           |                |         |
| 3.   | <b><u>ROSEMARY</u></b>           | KG   | KHI     | 12                |           |                |         |
| 4.   | <b><u>BALSAMICE VINEGAR</u></b>  | BOT  | KHI     | 100               |           |                |         |
| 5.   | <b><u>BASIL</u></b>              | KG   | KHI     | 12                |           |                |         |
| 6.   | <b><u>TABASCO SAUCE</u></b>      | BOT  | KHI     | 96                |           |                |         |
| 7.   | <b><u>B.B.O SAUCE</u></b>        | BOT  | KHI     | 112               |           |                |         |
| 8.   | <b><u>TAMARMIND SAUCE</u></b>    | BOT  | KHI     | 112               |           |                |         |
| 9.   | <b><u>MINT SAUCE</u></b>         | BOT  | KHI     | 300               |           |                |         |
| 10.  | <b><u>CHILLI OIL</u></b>         | BOT  | KHI     | 36                |           |                |         |
| 11.  | <b><u>SEASAME OIL</u></b>        | BOT  | KHI     | 36                |           |                |         |
| 12.  | <b><u>GREEN CHILLI SAUCE</u></b> | BOT  | KHI     | 36                |           |                |         |
| Total Value in figures/words →                   |                                  |      |         |                   |           |                |         |
| TOTAL CONTRACT VALUE Rs. →                       |                                  |      |         |                   |           |                |         |
| 2% EARNEST MONEY (along with Taxes amount) Rs. → |                                  |      |         |                   |           |                |         |

After obtaining P.O / LoI vendor must submit 03% security deposit within 15 working days.

**Note: -**

GST will be paid on items where applicable with the distribution of quantities 70% int'l flight zero rated and 30% domestic flight with 17% GST as per latest applicable laws.

**SPECIFICATION OF DRY RATION (HERBS ITEMS)**

| SPECIFICATIONS | Item Names       | Packing Size                                 | Description   |
|----------------|------------------|--|---|
|                | Oregano          | 500 Gram Bottle or As Per available Packing. | Reputable National and International brand. Ingredients and their nutritional information should be given or mentioned. |
|                | Thyme            | 500 Gram bottle or As Per available Packing. | Reputable National brand. Ingredients and their nutritional information should be given or mentioned.                   |
|                | Rosemary         | 500 Gram bottle or As Per available Packing. | Reputable National brand. Ingredients and their nutritional information should be given or mentioned .                  |
|                | Balsamic Vinegar | 500 Gram Bottle or As Per available Packing. | Reputable National brand. Ingredients and their nutritional information should be given or mentioned                    |
|                | Basil            | 500 Gram Pkt or As Per available Packing.    | Reputable National brand. Ingredients and their nutritional information should be given or mentioned                    |

|  |   |   |
|--|---|---|
| Tobacco Sauce  | 60 Gram to 100 Gram Bottle or As Per available Packing. | Reputable National and International brand. Ingredients and their nutritional information should be given or mentioned. |
| B.B.Q Sauce  | 100 Gram Bottle or As per available Packing.            | Reputable National and International brand. Ingredients and their nutritional information should be given or mentioned. |
| Tamarind Sauce   | 300 Gram Bottle to 350 Gram Bottle                      | Reputable National brand. Ingredients and their nutritional information should be given or mentioned.                   |
| Mint Sauce   | 165 Gram to 175 Gram Bottle                             | Reputable National brand. Ingredients and their nutritional information should be given or mentioned.                   |
| Chilli Oil   | 150 Gram to 175 Gram Bottle                             | Reputable National brand. Ingredients and their nutritional information should be given or mentioned.                   |
| Seasame Oil  | 500 Gram Bottle   | Reputable National brand. Ingredients and their nutritional information should be given or mentioned.                   |
| Green Chilli Sauce   | 500 Gram Bottle   | Reputable National brand. Ingredients and their nutritional information should be given or mentioned.                   |
| <b>Physical:</b> <ul style="list-style-type: none"> <li>• Proper sealed packing on delivery.</li> <li>• Damaged, dirty and dusty tins, bottles &amp; jars are not acceptable.</li> </ul> |   |   |

### 1. Labeling:

- Date of expiry must be printed on each bottles & pkts.
- Expiry date on removable stickers are not acceptable.
- Expiry less than 06 months at the time of delivery is not acceptable.
- Registered Brand.
- Brand name must be labeled on each bottles & Pkts.

### 2. Transportation / Delivery:

- Supplies to be delivered in flight kitchen in hygienically cleaned and covered vehicle so that items are not exposed to sunlight and other pollution.
- Delivery will be made in Karachi flight kitchen on as and when required basis.

### 3. Track Record of Supplier:

- A reputable supplier with no track record of conflict or legal dispute with PIA.

### 4. Laboratory Reports:

1. Food Services Division may get a samples tested chemically & microbiological from reputable lab during the contract period and bill will be charged to the supplier.
2. Samples will be tested in different dishes to test and evaluate the taste aroma and overall results.

**5. Packing:**

- Each pack shall be clearly marked or labeled with a name of the product, address of the manufacturer, Net weight / volume & date of expiry.

**6. Who can supply:**

- Production / Manufacture / authorized distributor of manufacture / General order supplier.

**7. Sample:**

- Minimum 01 bottle & pkt of each item.

**8. Other Terms & Conditions:**

- Items found below the required specs shall be rejected / returned without any liability to PIA.
  - PIA security pass for vehicle and employees is the responsibility of vendor.
- **Supplier staff delivering goods must wear clean uniform (including shoes and company logo/identity). A fine of 2% on each supply will be imposed in case of non-compliance.**

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.

Bidder Signature \_\_\_\_\_ Designation \_\_\_\_\_

Address \_\_\_\_\_

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

Cellphone \_\_\_\_\_ GST No. \_\_\_\_\_ NTN NO. \_\_\_\_\_

SEAL \_\_\_\_\_

**Technical Data Sheet (must be filled by bidder) Must attach with Technical Proposal**

| <b>Physical / Measurement / details of Samples<br/>Offer by supplier</b>   |   |
|--|---|
| <b>Fields</b>  | <b>Remarks in detail must be filled by bidder</b> |
| <b>Brand</b>   |   |
| <b>Packing</b>   |   |
| <b>Mfg &amp; Expiry of sample</b>  |   |
| <b>Brand Origin of Country</b>   |   |
| <b>1<sup>st</sup> delivery with quantity</b>   |   |
| Certificate attached herewith Technical Proposal →<br>PSQCA standards<br>Or<br>Similar agency is preferred.<br>ISO 22000<br>or<br>HACCP certified. |   |
| Certificate attached herewith Technical Proposal →<br>Ingredients declaration or Lab report from reputable Laboratory                              |   |
| <b>Producers / Manufacturer / Authorized Distributors of Manufacturers and Producers / GoS please provide evidence / document.</b>                 |   |

**Important Note.** PIA can verify the material from any independent source / Laboratory at any stage for which charges will be deducted from the bills / security / EM deposit of supplier / vendor.

**Mandatory Requirement**  
**Must be attached with Technical Proposal**

| <b><u>Annual Requirement for the supply of Dry Ration Items (HERBS) 2019-2020 KHI STATION</u></b>           | <b>Yes/No</b> |
|---|---------------|
| <b>HERB ITEMS</b>   |               |
| Participant must be registered with Sales Tax Authorities<br>GST No. must be mentioned.                     |               |
| Delivery must be made at PIA Flight Kitchen Karachi Station.  |               |
| 2% Earnest Money (pay order only) must be submitted along with the quotation.                               |               |
| Producers/Manufacturer / Authorized dealer / Distributor of manufactures / Importer / Stockiest / GoS only. |               |

Sign & seal of bidder

**Tender Terms & Conditions (Mandatory Requirements)**

**(must attach with Technical Proposal)**

- **Manufacturer / Authorized dealer /Distributor of manufactures are allowed to participate with all related documents at the time of Technical opening.**
- **If any stage documents provided by participants found tempered / bogus Earnest Money deposited will be forfeited.**
- All participants must quote one rate also give best delivery period, rates must be inclusive of all Govt. Taxes but GST shall be mentioned separately. (f applicable)
- Please note that quoted rates must be firm and final in all respect.
- Payment terms **Net Thirty Days.**
- Quotation must be valid for 120 days from the date of Technical Proposal opening.
- Quantity 15% may increase or decrease.
- Bid will be awarded on lowest rate basis.
- Item are subject to evaluation by providing advance sample to determine the required quality by the user department.
- Item found below PIA standard shall be rejected / returned.
- Supplier should fulfill all documentary requirements as per PIA procedure.
- GST will be paid on items where applicable with the distribution of quantities 70% International & 30% Domestic Flight with 17% GST.
- Supply to be delivered directly to Flight Kitchen/SCM respective stations.
- Must comply with food laws of Pakistan.
- All Bidders Should fulfill every column and attach the relevant documents along with the proposals.
- The bidder not fulfilling and/all of the above shall be declared non-responsive / disqualified. In addition, all terms and conditions should be complied by the Bidder.
- Participants allow quoting one price one brand only, for all items, also quoting required mode of packing.
- Each page of Tender document should be sign & stamp
- PIA Tender document complete must attached with Technical proposal except schedule "A"
- PIA security pass for vehicle and employees is the responsibility of vendor.
- Supplier staff delivering good must wear clean proper uniform (including shoes) and company logo / identity otherwise fine of 02% per supplies will be imposed.
- All pages should be signed & seal of bidder.
- **For claim of GST (on item) bidder must provide FBR document.**
- **Bidders are requiring 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 & 2% EM for local bidders). (On non-compliance tender will be reject on the spot)**
- Delivery as and When Required Basis.
- Packing Uniform packing in strong trade-worthy card board box suitable for 4/5 time loading/off-loading / transportation.
- **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 of bidder (as per rules/ tender clauses).**
- PIA Logo on product must be printed on each packet (if required)

- **Each box marked with followings:**

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



ARTICLE – 17: INTEGRITY PACT / DISCLOSURE CLAUSE

**INTEGRITY PACT / DISCLOSURE CLAUSE (on company letter head)**

**Declaration of Fees, Commissions and Brokerage Etc. Payable by The Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services & Works**

M/s. \_\_\_\_\_ 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 an 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 time the sum of any commission, gratification, brief, 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.

Tender No. \_\_\_\_\_

Agreement No. \_\_\_\_\_

Date \_\_\_\_\_

**AGREEMENT**

THIS AGREEMENT is made on this \_\_\_\_\_ day of \_\_\_\_\_ 2019 at \_\_\_\_\_ between **PAKISTAN INTERNATIONAL AIRLINES CORPORATION LIMITED "PIACL"** a Public Limited Company incorporated and governed under the law of Pakistan having its head office at Karachi Airport, Karachi – Pakistan (hereinafter as "PIA") (which expression shall include the successors, legal representatives and permitted assigns.

**AND**

[Name and registered address of supplier with registration details] (hereinafter referred to as "Supplier") which expressions shall mean and include its employees, agents, successors. Assigns or any other person (s) which may derive any title under (Customer's name)" M/s.....

Agreed and shall be incorporated at the time of signing the contract.

WHEREAS PIAC required supply of \_\_\_\_\_ products.  
And whereas Supplier has offered the provisioning of material as precisely described in the attached "Schedule I" thereof for each item in required quantity and quality and whereas the supplier has represented to and assured PIAC that it has capability to supply the material desired / required by PIAC, and whereas PIAC has accepted the offer extended by the supplier upon terms and conditions set herein below:

NOW THIS DEED WITNESSTH AS UNDER:

**ARTICLE – 1: TERMS OF THE AGREEMENT**

This agreement is valid for one year effective from \_\_\_\_\_ and remains valid till \_\_\_\_\_, unless sooner terminated under the provision of this Agreement. The first term agreement is also extendable by PIA, if deemed necessary, for another 55 days or any term less than it on the same rates, terms and conditions. The quantities of supplies may also be increased up to 15 % of total quantity on same rates accordingly.

**ARTICLE – 2: TERMINATION OF THE AGREEMENT**

Notwithstanding anything contained in this Agreement, each party shall have the right to terminate the Agreement at any time at its option upon giving 90 days written notice to the other party with assigning any reason or cause thereof.

**ARTICLE – 3: PRICES**

PIAC agrees to accept the material / services as per agreed rates described in the annexed Schedule(s). These rates shall include Sales, Tax, Delivery Charges and any other charges / taxes required to be paid on any material supplied or services performed under this Agreement and shall remain firm and final for the duration of this Agreement (and possible extension, if any) which shall not be enhanced by the supplier on any account whatsoever. However, on provision by the supplier of all related Govt. notification and the support of their applicability on him or products in writing, all taxes/levies such as Sales Tax, Octroi or taxes under any name levied on the product by the Federal, Provisional or Local governments, or added to the existing taxes after the prices quoted will be added to the quoted prices and applied accordingly to the bills/invoices. Similarly, benefit of all Federal Provincial or Local government taxes, withdrawn from the existing taxes, after the price quoted in the tender will be passed on to PIAC by subtracting them from the bills / invoices.

**ARTICLE – 4: PAYMENT**

Payment in respect of supply shall be made by Finance Manager SCM, Karachi, within 30 days of the submission of the pre-receipted / certified bills along with prescribed Sales Tax invoices and other proof of payment of taxes in case of taxable goods, which are to be drawn strictly in conformity with the orders placed by the concerned department under this Agreement. The payment(s) shall be made to the supplier after deduction of all required Government taxes or fees levied by any Federal / Provincial Government or its authorities.

**ARTICLE – 5: SECURITY DEPOSIT**

The supplier may provide a Pay Order in the name of Pakistan International Airlines or bank guarantee of equivalent to 5% of the bid value amount in lieu of cash / (Pay Order) at his sole discretion. If an irrevocable Bank Guarantee is provided as Earnest Money, then the validity of this bank guarantee may be replaced by another irrevocable Bank Guarantee as security deposit with the validity period equal to the duration of the contract plus 180 days.

However, upon successful completion of the contract and not further extended, the bank guarantee will be returned within 90 days.  
PIAC shall always have lien to this deposit to recover any amount in case the Supplier fails to comply with any or all provisions of this Agreement or any other extension thereof. PIAC shall have the right to recover / adjust all liabilities of the supplier from the amount deposited or bank guarantee furnished by the supplier. The Risk Purchase condition against the defaults included in ARTICLE-9, the amount of risk purchase & on any other default shall be deducted from security deposit of the bidder

**ARTICLE – 6: RECOVERIES**

When any amount is recoverable from the Supplier due to risk purchase or any other default under this Agreement. PIA shall be entitled to deduct any such amount from the pending bills of the Supplier whether due in respect of this or any other Agreement and / or from any other due amount of the Supplier lying with PIA the Supplier will have no objection on receipt of the same.

**ARTICLE – 7: MODE OF SUPPLY**

- a) Supply is to be made on **as & when required basis or as specified in purchase order**. The requirement for a day will be provided two days in advance and time of delivery of material, as specified on the PIAC Flight Kitchen's Purchase Orders / Receipt Forms, will have a cushion of 4 hours which shall be followed by the Supplier. These requirements shall be in line with the Monthly / weekly projections of PIAC referred in Article 9.
- b) The supplier's employee/s bringing deliveries of frozen products supplies will bring, without fail, copies of delivery challans along with the supplies to fulfill documents / check formalities.

**Sign & Seal of Bidder**

**ARTICLE – 8: HYGIENIC STANDARD**

- a) The items supplied shall be in conformity with the quality standards laid down in “Schedule \_\_\_\_” in respect of physical specifications and “Schedule \_\_\_\_” (if any) in respect of microbiological specifications for each product. In the event of non-conformity the relevant batch of supplies shall be replaced by the supplier at its own cost. The samples for testing standards (if any) specified herein will be taken promptly at the time of arrival of supplies; sealed samples will be retained both by PIAC and the Supplier for submitting to an expert laboratory for microbial specifications. The costs/ expenses associated with such testing shall be borne by the supplier
- b) Material is to be brought in clean and hygienically fit crates / cartons covering as per defined guidelines to be handed over to the Supplier.
- c) The supplier’s employees entering PIAC Flight Kitchen Building for delivery of fresh supplies would be in clean uniform / clothes as per defined guidelines to be handed over to the Supplier.
- d) In case of noncompliance of any of above conditions the supplier shall be notified in writing specifying the deficiency. In case the deficiency is not rectified within 15 days of notification a fine up to 2% of value of said supply shall be imposed and intimated to the supplier / rep of supplier and the same will be deducted from the Supplier’s bills.

**ARTICLE – 9: DELIVERY**

TIME IS THE ESSENCE OF THIS AGREEMENT. All deliveries shall be completed as specified in the mode of supply described herein below or the delivery schedule given in the purchase order / requisitions, which however, will be in conformity with Article 7. Unless otherwise agreed, delivery of the material under this agreement shall be made at PIAC Flight Kitchen / Stores at concerned station. PIAC shall give monthly / weekly projections of requirement for each delivery of store to the supplier 30 / 07 days before start of the month / week. Should then supplier fail to deliver any supplies within the stipulated time as mentioned in the delivery schedule or any extension thereof, PIAC shall be entitled at its sole discretion to purchase from elsewhere such supplies at the risk and expenses of the Supplier and or impose penalty of liquidated damages as provided herein below:

- a) That in case of any violation of the delivery schedule by the supplier, General Manager SCM (Procurement) without prejudice to its other rights and remedies shall have the right to claim liquidated damages from the supplier upto 5 % of the value of supplies on the day of delay for one to three hours and upto 10% exceeding late delivery after from three hours. In case of delay in delivery beyond 24 hours of the delivery schedule by the Supplier, Deputy General Manager Purchase Commercial shall have the right to carry out risk purchase underwritten intimation /email to the supplier.
- b) If the Supplier fails to supply less than 75% of an ordered quantity of the delivery schedule, PIAC have the right to carry out Risk Purchase underwritten intimation /email to the supplier.
- c) In order to avoid risk purchase situation on account of reasons given in (a) and (b) above, PIAC will maintain a stock of three days for contingencies; and in case of unavoidable situation PIAC may exercise the right of risk purchase and will take necessary steps diligently to obtain fair price as prevalent in the market or shall pursue the second lowest bidder on the basis of rates quoted in the tender.
- d) In case action is taken as mentioned above, the Supplier shall be liable and accounted for any reasonable price difference which may result out of such transaction.
- e) The annual quantities mentioned in the annexed schedule(s) may increase / decrease up to 15% according to the requirement of the PIAC and the Supplier agrees to supply the same accordingly. In case of such increase in quantities, the rates shall remain same and no addition in unit rate/ cost shall be acceptable. There will be no compensation for decreased quantity.
- f) Supply is to be made strictly as per specifications given in the Purchase Order(s). The employees of the Supplier bringing deliveries will deliver the same along with copies of delivery challans to fulfill the checking formalities.

**ARTICLE – 10: TEST REPORT**

It is hereby agreed that the supplier will provide a chemical test report about the item delivered to PIAC after the interval of every six months for HACCP record.

**ARTICLE – 11: INSPECTION**

- a) All supplies shall strictly conform to specification. In the event of non-conformity, inspection will be carried out by the authorized representatives of PIAC in reference to the batch numbers, production date, delivery dates, storage condition etc.
- b) If as a result of testing or checking, any supplied items / article is found to be of substandard quality and / or not in accordance with the specification because of the reasons solely attributable to the supplier, PIAC shall have the right to reject the same. PIAC will then allow the Supplier to replace the supplied material within 24 hours without extra cost to PIAC. In the event the Supplier fails to replace the quantity, PIAC may buy the quantity of supply so rejected, from elsewhere at the risk and cost of Supplier underwritten intimation to the Supplier. Purchases thus made may exceed the contracted rates but shall be reasonable.
- c) Verdict regarding rejection, acceptance and / or deviation of supplies delivered as confirmed by the joint committee of authorized representatives of PIAC and the supplier shall be binding on the parties. However, if the Supplier desires to appeal against the decision of such rejection, he may appeal to Chief SCM, PIAC within 7 days of the cause of disagreement and if the appeal is so preferred, the decision of Chief Supply Chain Management, PIAC shall be final and binding on the Supplier.

All the above said liabilities of the Supplier are without prejudice to its other present / future liabilities arising from this Agreement whether due to performance and / or non-performance of its contractual obligation(s) or otherwise.

Sign & Seal of Bidder

**ARTICLE 12: INDEMNITY**

The Supplier undertakes and agrees to indemnify and hold harmless PIAC, its officers and agents from and against all claims, demands, liabilities, damages and expenses of any nature whatsoever, arising out of or resulting from this Agreement whether due to performance / non-performance

of any services under this Agreement by the Supplier, its employees or its agents or otherwise. In any case, the obligation on the part of the Supplier to indemnify shall be limited to cases where cause(s) giving rise to any such claim, demand, liability, damage, expenses etc are proven to have been attributed beyond doubt solely to the Supplier.

**ARTICLE 13: INSOLVENCY AND BREACH OF CONTRACT**

Should the supplier be adjudicated insolvent or made to enter into any agreement for composition with creditors or be wound up either compulsorily or voluntarily or commit any breach of this Agreement not herein specifically provided, PIAC shall have the right to declare the Agreement terminated forthwith and in which case the Supplier shall be liable to the confiscation of security deposit and pay PIAC for any extra expenses which might incur but it shall not be entitled to any gain or compensation from PIAC.

**ARTICLE – 14: SCHEDULE**

For all intents and purposes, the schedule(s) annexed herewith shall form an integral part of this Agreement and the Supplier shall be bound to fulfill all the terms and conditions stipulated therein. Any deviation from the terms and conditions incorporated in the annexed schedule(s) or other part of the Agreement shall be deemed to be violation of this Agreement on the part of the supplier.

**ARTICLE – 15: FORCE MAJEURE**

Excepts as provided under this Agreement neither party shall be liable for any failure or delay in performing their obligation(s) due to any cause beyond its reasonable control including without limitation, fire, act of public enemy, war, rebellion, insurrection, accident, disease outbreak in live chicken, act of God, act of state or of the judiciary.

**ARTICLE – 16: BRIBE**

Any bribe, commission, gifts or advantages given, promised or defrayed by or behalf of the Supplier or his Partner, Agent or Servant or anyone on its behalf to any Officer, Servant, Representative or Agent of PIAC, for showing or for bearing to show favor or disfavor to any person in relation to his or any other agreement as aforesaid shall subject the Supplier to the cancellation of this and all or any other contract and also to the payment of amount to be decided by CEO/ Managing Director, PIAC as damages and the decision of the said CEO/ Managing Director in this respect shall be final and binding on the supplier.

**ARTICLE – 17: INTEGRITY PACT / DISCLOSURE CLAUSE (as mentioned above)****ARTICLE – 18: ASSIGNMENT AND EXCLUSIVITY**

The Supplier Shall not sublet, transfer or assign this Agreement to any other party without prior written Permission of PIAC.

If the supplier assigns this Agreement to any other party wholly or partly in contravention of this Article, PIAC in its discretion may terminate this Agreement and / or black list or debar the Contractor for future to execute any contract with PIAC.

**ARTICLE – 19: WAIVER**

The failure either party at any time to require the performance by other of any of the terms and provisions hereof shall in no way effect the right of that party thereafter to enforce the same nor shall the waiver by either of the party or breach of any of the terms or provision hereof taken or held to be waiver of any succeeding breach of any such terms or provision itself.

**ARTICLE – 20: AUTHORITY OF PERSON SIGNING AGREEMENT AND DOCUMENT**

Person signing this agreement or any other document forming part of this Agreement on behalf of the Supplier shall be deemed to warrant that he has the authority to do so from the Supplier, and if on enquiry, it is revealed that the person so signing had no authority to do so. PIAC may without prejudice to other legal rights / remedies cancel the agreement without notice and hold the Supplier liable for all costs and damages.

**ARTICLE – 21: CORRESPONDENCE**

The Supplier will not correspond with or approach any other authority, persons directly or indirectly, whether the staff of PIA or otherwise except the General Manager SCM (Procurement) regarding any matter arising from this or any other Agreement with PIA. The Supplier may carry on correspondence with the designated officials of the User Department.

**ARTICLE – 22: MISCELLANEOUS**

- a) This Agreement supersedes all prior agreement(s), understanding(s) and communications (written and oral) relating to the subject. All terms and conditions of the Purchase Orders and the quoted rates are valid to the extent they are not repugnant with terms and conditions of this agreement or the parties specifically agreed in writing about any deviation from the terms and conditions of this agreement.
- b) Titles are inserted in this Agreement for the purpose of reference and convenience and in no way define, limits or describe the scope or intent of this Agreement and / or not be deemed an integral part thereof.
- c) Except for changes involving amendments relating to deliver schedule, this Agreement shall not be varied, modified, altered, amended or supplemented without mutual consent of the parties in writing.
- d) If any law requires that one or both parties to this Agreement register this agreement, pursuant to such law the entire cost of such registration shall be borne by the Supplier.
- e) The Supplier agrees that it shall from time to time do and perform such other and further sets or things and execute and deliver any or all such other and further agreement and instruments as may be required or reasonably requested by PIA to establish, maintain and protect its right and remedies under this Agreement. Only the authorized representative of the supplier having the Security Passes from PIA Security will be allowed to enter the PIA Flight Kitchen Area. The Security Passes will be arranged by the Supplier themselves with the coordination of General Manager (Food Services).
- f) In case of Pre-qualification; the bidder shall apply registration with PIA to Deputy General Manager (Procurement Management), PIA Stores Building, Karachi Airport.
- g) PIA has right to take necessary action/ blacklisting of firm in line with rules, on non-compliance of PO / agreement.
- h) This Agreement shall be binding upon and shall ensure to the benefit of both parties hereto and their respective successors and assignees provided always that any assignment shall have made in accordance with the Article-18 thereof.

**ARTICLE – 23: NOTICE**

All notices, requests and demands given to or made upon the parties shall be in writing and posted through Registered Mail and confirmatory Facsimile or email at the addresses set forth below:

**General Manager (Procurement)**

1<sup>st</sup> Floor, Supply Chain Management,  
Old P&L Store Building Head Office  
Karachi Airport 75200, Karachi  
Email: [khijzpk@piac.aero](mailto:khijzpk@piac.aero)

**Supplier**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ARTICLE – 24: APPLICABLE LAW**

This Agreement shall be governed by the laws of Islamic Republic of Pakistan.

**ARTICLE – 25: GOVERNING LAWS & DISPUTE RESOLUTION**

- a) This agreement shall be governed and interpreted in accordance with Laws of Pakistan.
- b) The parties agree & submit themselves to exclusive Jurisdiction of the Courts at Karachi.
- c) Any dispute between the parties arising out of this agreement shall not be settled other than through Arbitration Act 1940. CEO/ MD PIAC, or his nominee shall be sole arbitrator whose award shall be binding upon the parties. Notwithstanding anything in this agreement PIA may continue to utilize subject matter services of the agreement from Contractor during the pendency of the Arbitration.

**ARTICLE – 26: PPRA ACT & RULES**

PPRA Act & Rules shall be followed, in true letter & spirit, in the process of awarding contract.

IN WITNESS WHEREOF THE PARTIES HEREUNTO SET THEIR HANDS OF THE DAY, MONTH AND THE YEAR MENTIONED HEREINABOVE

**For and on behalf of**

**For and on behalf of**

Pakistan International Airlines Corporation Ltd

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

Signature & Seal \_\_\_\_\_

Signature & Seal \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Designation \_\_\_\_\_

**WITNESS**

**WITNESS**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name (in Block letters) \_\_\_\_\_

Name (in block letters) \_\_\_\_\_

C.N.I.C. No \_\_\_\_\_

C.N.I.C. No \_\_\_\_\_

**Sign & Seal of Bidder**

**PARTICIPATION AUTHORIZATION LETTER**

**Must be filled by Representative of Company with C.N.I.C Copy, Company Identification & must be submit with Technical Proposal only**

**TO WHOM IT MAY CONCERN**

**Dated.** \_\_\_\_\_

I namely \_\_\_\_\_ bearing CNIC\* No. \_\_\_\_\_  
Representing M/s. \_\_\_\_\_, am hereby  
authorized by my company to submit proposal against Tender No. \_\_\_\_\_  
for (item) \_\_\_\_\_  
to PIA and observe proceeding on tender opening day.

Copies of my CNIC & Company Card copy are enclosed.

Authorized Signature & Seal of Supplier with Designation \_\_\_\_\_

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
\_\_\_\_\_  
**Telephone No.** \_\_\_\_\_ **Cell No.** \_\_\_\_\_

**Fax No.** \_\_\_\_\_ **Email** \_\_\_\_\_

**Sign & Seal of Bidder**

**\*Computerized National Identity Card**