

TenderNo:FSD-Hand-Gloves/24

Dated: 26th July, 2024

TenderCost(PayOrder)PKR: 10,000.00

EarnestMoney(PayOrder)PKR:50,000.00

Both[TenderFee&EarnestMoney]tobeplacedinTechnicalBid

INVITATIONTOBID

1. Pakistan International Airline (PIA) invites quotations throughE-PADS along with sealed bids from renowned (Eligibility as per tender documents) Vendors “Single Stage Two Sealed Envelope Basis”forsupply of Hand Gloves Vinyl [Annual]Y-2024-25
2. Biddingdocumentscontainingdetailtermsandconditions,etc.whichareavailableat electronicallyandcanbedownloadedfromfollowing:
3. PIACLWebsite: <https://www.piac.com.pk/corporate/sales-procurement/tenders>
4. PPRA Website: <https://www.ppra.org.pk/active-tenders>
5. E-PADS-PPRAwebsite:<https://www.eprocure.gov.pk>underSupplierLogin
6. BidsshouldbesubmittedelectronicallythroughE-PADS.
PleaseNote:ManualsectionofbidwithoutE-PADsisNOTallowed.
7. The bids must be prepared in accordance with the instruction in the bidding documents and must submit by **12-08-2024 at10:30 AM**. Bids will be opened onthe same day at 11:00 AM
8. HardCopy of bidalong with Original Bid Security instrument MUST BE submitto the under signed before deadline of the bid.

PakistanInternationalAirlines

Purchases Flight Kitchen Section, 1stFloor, Supply Chain Management (old P&L) Department Building,
(PIACL),HeadOfficeKarachiAirport-75200Pakistan.

Tel:+92-21-99045674/5379,Fax:+92-21-34570120

E-mail: bakhtawar.shaikh@piac.aero/ dgmcp@piac.aero /khijzpk@piac.aeroWebsite:

<http://web.piac.com.pk/>

InvitationofTendersandInstructionstoBidders(MustReadCarefully)

ImportantNote:

- MustparticipatethroughEPADSSystem,onlythoseManualbidsshallbeconsidered whichhavealreadybeenquotedthroughEPADS.

AfterSubmissionthroughEPADS,followingdocumentsarerequiredphysically:

- EPADSTenderPrint
- TenderCost: PKR _____
- EarnestMoney:PKR _____
- QualityTenderSamplesQuantity _____
- Technical Literature _____
- Company Profile _____
- Certifications _____
- Authorizations _____

ManualbidsmustbesubmittedbeforeClosingdatei.e. _____

M/s. _____

Sub: "Hand Gloves Vinyl [Annual]Y-2024-25"

DearSirs,

We are pleased to invite your sealed tenders for the items listed in the attached schedule/s.In case of more thanonescheduleseparatetenderforeachscheduleshouldbefurnished.Theterms&conditionsofthe tender / supplies are given below:-

SUBMISSIONOFTENDER

1. You are required to send yoursealed tenders on "Single Stage Two Envelope Basis" addressed to D.G.M Purchases Commercial, Supply Chain Management (old P&L / Store) Department Building, PIACL Head Office,JIAPKarachi-75200by **12-08-2024**.
2. The tenders may be dropped in the tender box marked as "Tender BoxCommercial Purchases" placed at theentranceofthePIASupplyChainManagement(oldP&L)Buildinglatestby10:30hoursonthespecified date.
3. YoumayalsosendyourtendersthroughregisteredA/D,whichmustreachbeforetheclosingdateand timementionedabove.
4. Tenderswillbeopenedat11:00hours,thesamedayinthepresenceofbidders.(optional)
5. **Bothtechnical&FinancialProposalsshouldbesealedwithScotchTapewithauthorizedsignature.**
 - a) Tendersmustbeintwoseparatesealedenvelopes;
 - ✓ (TechnicalProposal) withTenderReferenceNumber
 - ✓ (FinancialProposal) withTenderReferenceNumber.
 - b) Note:AllforeignbiddersmustmentionTenderRefNo,dateofopening&itemdescriptionontheir courier envelope. (strict compliance)
6. Tendersreceivedafterstipulateddate×hallnotbeconsidered.TheCorporationwillnotbe responsible for any postal delays.
7. Thedecisionof**GeneralManager(Procurement)**inthisrespectshallbefinalandbinding.

EARNEST MONEY (for local bidders only)

The Tender should be accompanied by a Fixed EM Rupees 50,000/- having been deposited 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 LTD as interest free Earnest Money (Refundable) with

Technical 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 transferred 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 **PKR 60,000/=** [WILL CALLED IF REQUIRED] 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 (if required). 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 Fixed 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 the specifications. Financial Proposal of only those bidders will be opened whose sample are found acceptable. Evaluation Report as per PPR Rule-35 will be uploaded on both PPA and PIA websites.

Financial Proposal having following documents.

1. Tender Schedule – "A" Complete Form duly filled in, signed, stamped every page and sealed with scotch tape.

Technical Proposal having following documents "Mandatory Requirement".

1. Tender Fees Pay Order of Rs 10,000.00 for Local Bidders. (Non-Refundable).
 - (On Pay Order's backside, vendor must write company name/stamp, Tender Ref. No, date, EM & amount)
2. Fixed Earnest Money **PKR 50,000.00/=** of Total Bid Value in shape of Pay Order [issued from any scheduled bank] as Earnest Money (Refundable/Interest Free). For Local Bidders.
 - (On backside of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount)
2. Quality samples **(01 Plastic Basket of 01 Kg Each)** (Non-Returnable)
3. Technical Proposal of item & Company profile.
4. Copy of GST & NTN certificate (for local bidders only)
5. **Tender Schedule "B", "C" & Specifications**, must be attached with Technical Proposal.
6. Processor, Marketer & Authorized Distributor can participate in tender.
7. Please see Specification part of tender.
8. Item's technical literature etc
9. **Technical Proposal (Certificates & Distribution Letters only) should be submitted in 02-two sets, inserted in Technical Proposal Envelope. (One for Technical Evaluation & One for file record). Mandatory**

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) In any query without hesitation you will contact/emails mentioned concerned officer.

PRICES

- a) The Prices quoted must be net as per accounting unit as shown in the Schedule of tender, inclusive of all duties / taxes, packing, octroi and delivery charges for free delivery to PIA Flight Kitchen through Foreign / Local Receipt Section Supply Chain Management (old P&L) Department Building PIA 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. Additional information, if any must be linked with entries on the Schedule to Tender.
- d) Offers must be valid for 120 days. (Extendable in line with PPRA Rules)
- e) Rates must be written on PIA prescribed form otherwise Bids will not be entertained.
- f) Correction White Fluid or Over Writing strictly is not allowed otherwise tender will be rejected / not- considered.
- g) For foreign bidders, rates will be converted into local currency at the date of financial opening & will be locked till completion of P.O supplies.

ACCEPTANCE OF TENDER

PIA does not pledge itself 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 / cancel as per PPRA Rules.

- Note. All Foreign Bidders must send their samples / tender envelopes on DDP (Delivery Duty Paid this is only for Tender Samples / Envelopes) basis. Outer Courier Envelope must be with cross Tender Reference Number / Item Description.

Your truly,
for and on behalf of **Pakistan International Airlines**

DGMPurchasesCommercial

Encl:

1. Tender Schedule "A", "B" & "C" complete form.
2. Undertaking (if attached with tender)

Notes: 1- Prescribed Tenders form for the subject item may be directly downloaded from <http://web.piac.com.pk/or/www.ppra.org.pk> websites. <https://www.piac.com.pk/corporate/sales-procurement/tenders>

"We Tissue [Annual]Y-2024-25"

Tender Schedule "A" RefNo: FSD-H/g/V/24

Particulars of Item	Unit	Quantity Required	Unit Rate PKR	GST [if Applicable]	Total Value Rs.
Hand Gloves Vinyl Specification given below at page # 05	Each	49,000 (Zero Rated)			
		21,000 (With GST)			
Total Value in figures/words ➔					
Total Contract Value Rs. / Currency ➔					
Earnest Money of total bid value (cost/tax) Rs. / Currency ➔				50,000/-	

Note:

- Hand written bid (RATES) via Pen/ Marker etc may be **REJECTED**. Please **TYPE** the **BIDs / UNIT RATES**. Alternatively **Transparent TAPE** should be pasted over hand **WRITTEN RATES**, to avoid **REJECTION**.
- All participants must quote one rates. Rates must be inclusive of all Govt. Taxes but **GST shall be mentioned separately [if applicable]**.
- **GST [if applicable]** will be paid on items where applicable with the distribution of quantities **70% International Flights Zero Rated & 30% Domestic Flights with GST**.
- **After technical qualification of product Lol/Contract will be awarded on lowest basis.**
 - No any letter of 90 Days Exit Clause will be entertained within First Quarter of the Contract Period.
 - If any supplier, submit 90 Days Exit Clause within first quarter, their EM will be forfeited.
 - If any supplier, submit 90 Days Exit Clause after first quarter, the said Bidder / Or any of its Subsidiary Company will not be able to participate in Next Same tendering Process.
- Type : *Surgical & Medicated standard Packing*
- **Must Attached Distribution Letter**
- **Drag Letter**
- **Food Grade Certificate**
- *Above documents are require on technical opening day with technical proposals,*
- *No Extra time will be given for above, else bid will be stand rejected*
- **Minimum One Year expiry at the time of each delivery..**
- **Physical : Thin**
- **Size : Large**
- **Color : Transparent**
- **Quality : Best Quality**
- **For any Grievance a fee of Rs 50,000.00 should be submitted. If grievance found Tenable by Grievance Committee same will be refunded, if grievance found Non Tenable, grievance fee will not be refunded.**

I / We hereby confirm having read and understood the terms and conditions of the tender and I / we 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.

MUST FILL ALL MENTIONED FIELDS

Bidder's Signature _____ Bidder's Name _____

Designation _____

Address _____

TelNo. _____ FaxNo. _____

Contact Person _____

Cell No. _____

Valid Email _____

Valid GST No. _____

Valid NTN No. _____

Valid CNIC No. _____

SEAL _____

TenderSchedule "B"

"Wet Tissue [Annual] Y-2024-25"

TenderNo.Wet-Tissue-24

Mandatory Requirement (must attach with Technical Proposal)	YES/NO
We Tissue Specification given above	
General Order Supplier or Stockiestor Importer/Distributor can participate in tender.	
Participant must be registered with Sales Tax Authorities. Please attach copy of GST Registration Certificate indicating current "ACTIVE" status otherwise stand "REJECTED" ab-initio.	
Quality samples Qty: (01 Plastic Basket of 01 Kg Each) must be submitted (non-returnable)	
Delivery must be made at PIA Flight Kitchen through Local/Foreign Receipt Section PIA P&L Building, PIA CL Head Office Karachi Airport, as per delivery schedule given in PO.	
Fixed Earnest Money (Pay Order) submitted along with the Technical Proposal	

Tender Terms & Conditions

1. If any staged documents provided by bidder found tempered/bogus Fixed Earnest Money will be forfeited.
2. All participants are required to quote rates inclusive of all Govt: Taxes & GST separately. (for local bidders)
3. Please note that quoted rates must be firm and final in all respects.
4. Guarantee & warrant must be provided. (if applicable)
5. Payment TERMS NET THIRTY DAYS or as agreed.
6. Income tax will be deducted at source. (for local bidders)
7. Quotation must be valid for 120 days from the date of technical proposal opening.
8. Quantity 15% may increase or decrease.
9. Bid will be awarded to technically qualified individual lowest rates basis.
10. All foreign vendors must send their sealed quotation via courier service, with cross reference Tender No. directly to [General Manager \(Procurement\), Supply Chain Management, 1st Floor \(old P&L Department\) Building PIA CL Head Office J.I.A. P. Karachi Airport-75200](#), in case of postal delay PIA will not be responsible.
11. Items are subject to evaluation by providing advance sample to determine the required quality by the user department/Joint Evaluation Committee. Item found below PIA standard shall be rejected & not entertained.
12. It will be the suppliers' responsibility to obtain Entry Passes for PIA Flight Kitchen Division for their personnel and the vehicles from PIA. Security after completing the required formalities. (for local bidders)
13. Supplier staff delivering goods must be in clean uniform, non-conformity will incur 02% deduction from the billing amount.
14. If goods delivered 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).
15. Tender quantity will be split in 30% & 70% ratio, Zero Rated 70% quantity will be utilized on International Flights which is GST Exempted vide Sales Tax Act 1990 Sec-4(b).
16. PIA has right to visit the bidder's manufacturing site (if required).
17. Technically successful bidders will be informed their results & Financial Opening date.
18. Packing must be industrial standard of Card Board Box level & packages must be suitable for four to five times (loading off-loading)/transportation to PIA Network.
19. All Terms & Conditions of Agreement Draft shall be applicable with Lol awarded bidder. (Formal Agreement will be made if required).
20. If you have any query you can contact without any hesitation to concerned Procurement Officer

