

Pakistan International Airlines
Purchases Flight Kitchen Section,
1st Floor, Supply Chain Management Department SCM Building, (PIAC), Head Office
Karachi Airport.
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E-mail: spo.fk@piac.aero / dgmpe@piac.aero
[Website: www.piac.com.pk](http://www.piac.com.pk)

Tender Ref#: 19010241
Dated: 25-09-2019
Tender Cost: PK Rs: 500/-

INVITATION TO TENDERS AND INSTRUCTIONS TO BIDDERS MUST ALL READ CAREFULLY.

M/s. _____

Sub: **REQUIREMENT OF MAALOX TABLET (OR EQUIVALENT).**

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 Sealed Envelope Basis”** addressed to **D.G.M Purchases Commercial, Supply Chain Management Department (Store) Building, PIACL Head Office, JIAP Karachi-75200** by **16-10-2019.** The tenders may be dropped in the tender box marked as **“Tender Box Commercial Purchases”** placed at the entrance of the PIA Supply Chain Management (Store) Building latest by **10:30 hours** on the specified date. You may also send your tenders through registered A/D, 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.
2. Both technical & Financial Proposals should be **sealed with Scotch Tape**
3. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for any postal delays. The decision of General Manager Procurement in this respect shall be final and binding.

Sign & Seal of Bidder

EARNEST MONEY

The Tender should be accompanied by a **2%** (two) of the total tendered value having been deposited in terms of a Pay Order [from any scheduled bank of Pakistan] payable at Karachi in lieu thereof in the name of **M/S PAKISTAN INTERNATIONAL AIRLINES** 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

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.

PREPARATION OF TENDER

Tender will be opened on **“Single Stage Two Sealed 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 specification carried out by PIA Management. 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 PIA website.

Financial Proposal having following documents.

- a) The Tender Schedule Form {All pages} duly filled in, signed, stamped every page and sealed with scotch tape.
- b) 2% Pay Order (from any scheduled bank of Pakistan) for Earnest Money (Refundable/Interest Free) from Local & Foreign Vendors

Technical Proposal having following documents.

- a) Tender Fees Pay Order of **Rs.500/-** for Local and Foreign Vendors (Non-Refundable).
- b) Quality samples (**20 Tablets**) (Non-Returnable).
- c) Company profile, Copy of GST & NTN certificate
- d) Technical literature of item.
- e) Tender Schedule “B” must be attach /complete from (all pages).
- f) **Manufacturer (Documentary Proof /Evidence).**
- g) Authorized Distributor (with authorization certificate from manufacturer)

The outer cover of envelopes should bear address to;

G.M Procurement.

PIAC Procurement & Logistics Department (Old Store) Building,

JIAP Karachi – 75200 Pakistan.

Tender reference number, opening date, company name marked & must be sealed with scotch taped signed & stamped.

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:

In any query without hesitate you will contact / emails above mentioned concerned officer.

- 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 Bidders must indicate whether its firm / company / organization etc is registered with PIA or not. If registered then specify PIA Registration number.

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 Local Receipt Section 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** in Pakistan Currency. Additional information, if any must be linked with entries on the Schedule to Tender.
- d) Offers must be valid for 120 days.
- e) Rates must be written on PIA prescribed form otherwise Bids will not be entertained.
- f) Correction White Fluid or Over Writing strictly 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 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

M. Saleem Akther
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** website.

Sign & Seal of Bidder

TENDER SCHEDULE "A"
REF NO: 19010241
Subject: REQUIREMENT OF MAALOX TABLET OR EQUIVALENT).

Particulars of Item	Unit	Quantity Required	Unit Rate PKR	GST [if Applicable]	Total Value Rs.
MAALOX Tablet or Equivalent Specification Attached (Page 5)	Each	155,400 Zero Rated L-1		-----	
		66,600 With GST L-2			
Total Value in figures/words →					
TOTAL CONTRACT VALUE Rs. →					
2% EARNEST MONEY Rs. →					

Note: After receiving of P.O bidder must submit 5% Security Deposit within five (05) working days.

Delivery required in four equal installments with the gap of 60 days first delivery required within 15 days after P.O received.

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'S SIGNATURE: _____

BIDDER'S NAME: _____

DESIGNATION: _____

ADDRESS _____

Tel No. _____

Fax No. _____

Cell No. _____

Valid Email: _____

GST No. _____

NTN NO. _____

Sign & Seal of Bidder ₄

TENDER SCHEDULE "B"
Mandatory Requirement

DESCRIPTION / SPECIFICATION OF ITEM	YES/NO
<u>SPECIFICATION</u>	
<ul style="list-style-type: none"> ➤ Maalox Tablets or Equivalent. ➤ With Batch No ➤ Expiry / Validity two years at the time of each delivery. 	
Manufacturer / Authorized Distributor, Importer are allowed to participate in the tender.	
Participant must be registered with Sales Tax Authorities GST. No. & copies must be quoted.	
Quality samples Qty: 20 Tablets must be submitted (non-returnable)	
Delivery must be made at SR-17 FSD through PIA Local Receipt Section PIA SCM Building as per delivery schedule given in PO.	
2% earnest money (Pay Order) must be submitted along with the Financial Proposal	

Tender Terms & Conditions

- If any stage documents provided by participants found tempered / bogus 2% deposited E/Money will be forfeited.
- All participants are required to quote rates inclusive all Govt: Taxes & GST separately.
- All participants must quote one rate and best delivery period.
- Please note that quoted rates must be firm and final in all respect.
- Guarantee & warrantee must be provided. (if applicable)
- Payment terms net thirty (30) days income tax will be deducted at source.
- 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 technically qualified individual lowest rates basis.
- 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 shell be rejected / returned.
- Supplier should fulfill all documentary requirements as per PIA procedure.
- It will be the suppliers' responsibility to obtain entry passes for flight kitchen for their personnel and the vehicles form PIA. security after completing the required formalities
- Supplier staff delivering goods must be in clean uniform, non conformity will incur 02% deduction from the billing amount.
- 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.
- Delivery required in four monthly equal installments.
- For the life rack item should be two (02) years expiry date from the delivery date.
- If goods deliver late than delivery schedule in Purchase Order amount equivalent 2% of invoice / bill value will be deducted.

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 _____

Valid e.mail _____

Telephone No. _____ Cell No. _____

Fax No: _____ Valid Email _____

Sign & Seal of Bidder