

REF: GM CM /EU-ETS/Flt. Ops/01/22

M/S _____

Sub: Hiring of an Independent Verification Service Provider for EU-ETS (2022-2024)

Dear Sirs,

We are pleased to invite your sealed tenders for the item/ services mentioned above. 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 tenders addressed to GM Contract Management, PIA Supply Chain Management Building, JIAP Karachi latest by **20-02-2023 1030hrs.** The tenders may be dropped in the tender box marked as “**Tender Box Commercial Purchases**” placed at the entrance of the PIACL Supply Chain Management Building latest by **10:30** hours on the specified date. You may also send your tenders through registered A/D mail addressed to GM Contract Management, 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 GM Contract Management in this respect shall be final and binding.

3. Bidders are required to submit a Pay Order of Rs. 10,000/- (Non-Refundable) as tender fees along with Technical Proposal (Local Bidders Only).

B) EARNEST MONEY/BID SECURITY (Local Bidders Only)

The Tender should be accompanied a Pay Order payable (valid for 180 days from the date of tender opening) amounting **PKR 50,000.00** 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/ PERFORMANCE GUARANTEE (Local Bidders Only)

The successful tenderer upon award of Contract / Purchase Order will be required to furnish security deposit (Pay Order OR Bank Guarantee) in the amount equivalent to 10% of total tender value as interest free Security deposit 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.

C) INSTRUCTION TO BIDDER**PREPARATION OF TENDER “Single Stage Two Envelope Basis”**

- The BID (Tender) submitted shall comprise of a single package containing two sealed envelopes, each envelope shall be marked and will contain “TECHNICAL” and “FINANCIAL” proposal.
- On the given tender opening date only “Technical Proposal” will be opened in the presence of tenderers available.
- The “Financial Proposal” shall be shown to the parties but will be retained with PIA without being opened.
- After Technical Evaluation of the received Technical Proposals, Financial Proposals will be opened publicly at the date, time & venue to be announced and will be communicated to the bidders in advance.
- PIA will open the “Financial Proposals” publicly of the parties whose Technical Proposals have been found acceptable.
- Financial Proposals of the technically not-acceptable bids shall be remained **un- opened** till the completion of tender process.

D) PREPARATION OF TENDER - TECHNICAL PROPOSAL:

All mandatory requirements are given in the schedule

Please give all the available technical details of the items offered by you, supported with the technical literature, brochure, drawings and pictures, client list details, authorization certificates etc.

BIDS / Tenders / Technical Proposal received shall be evaluated in accordance with the given technical specifications/ requirements.

Bidders **MUST**:

- Be registered with Sales Tax Authorities; please attach copy of Registration Certificate (Local Bidders Only).
- Quote Rates, GST, and other taxes separately.
- Bid on Prescribed Performa issued by PIA. (Tender Schedule “A”)
- Affix the company seal on all tender documents.

Mention clearly Tender Reference on **TOP RIGHT CORNER OF PROPERLY SEALED ENVELOPE.**

BEARING COMPANY’S STAMP

E) PREPARATION OF TENDER – FINANCIAL PROPOSAL

The tenders should be enclosed in double cover. The inner cover should be sealed having enclosed the following documents:

- a) Schedule “A” duly filled in, signed and sealed.

- b) Original Pay Order for Earnest Money.
- c) Undertaking on Rs. 100/= above non-judicial Stamp Paper duly signed and stamped by a Public Notary Oath Commissioner (Local Bidders Only).
- d) The outer cover should bear address of the GM Contract Management, PIA SCM Building, Karachi Airport and reference number of the tender with opening date of tender.
- e) All information about the services /material proposed to be supplied must be given as required in the schedule to tender.

F) PRICES

- 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 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 180 days.

G) Duration of Contract

Contract will be awarded for the period of 03 years.

Yours truly,

**GM Contract Management
Supply Chain Management
PIA Head Office, Karachi.
Ph: 021 9904 4216, 021 9904 3081
Email: gm.cm@piac.aero, contract.administration@piac.aero**

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Terms of Reference
EU-Emissions Trading System (EU-ETS) 2022-24

In compliance with Directive 2008/101/EC of the European Parliament Commission for Monitoring, Reporting & Verification of Greenhouse Gas Emissions. Pakistan International Airlines (PIA) intends to appoint an Independent Verifier, accredited by EU Accreditation Service (EUAS) or any other European Accreditation Services to perform on-site verification of all European flights in admiration of EU - Emission Trading System (EU-ETS) Phase-IV reports for three years (2022 – 2024). Verified reports will be submitted to the France-Environment Agency. The reports relate to Annual Emission Plan.

The verifier will be responsible to conduct on-site verification/ audit of PIA annual aircraft emissions for the contracted period, and assist in submitting the report to the Competent Authority by 31st March each year.

The verification audit shall include all the stages and steps outlined below:

STAGE-1

Conduct Strategic Analysis, Risk Analysis, Verification Plan, Process Analysis and Data Analysis.

STAGE-II

Reporting, Technical Review and Final Verification of Annual Emission.

The Verifier will conduct the above stages of verification audit according to the EU-ETS Regulations and associated guidelines.

The Verifier will prepare a log, and final verification options report as per the acceptable format of the Competent Authority.

Tender proceedings will be convened on single stage two envelopes basis (Technical & Financial proposal) _____ at Supply Chain Management Building, Pakistan International Airlines (PIA) Head Office, Karachi Airport, Pakistan.

For details, please visit PIA & PPRA Websites at www.piac.com.pk & www.ppra.org.pk

For further queries, please contact:

Engr. Fareed Ahmed Badvi

Assistant Manager,

Fuel Control,

Pakistan International Airlines

Email: ameudata@piac.aero,

with copy to fareed.badvi@piac.aero & amfueldata@piac.aero

Cell No. +92 333 3106239

Tel No. +92 51 9281539

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TENDER SCHEDULE "A"

S. No	Year of Verification	Type of Flights	Amount for 03 Years (USD)
01	For year 2022-2024	Intra European Flights "Stop the Clock" Derogation	

In Words _____

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Technical Evaluation Criteria & Weight-age

Selection of Independent Verifier for EU-ETS Phase-IV Verification (2022-24)

No.	Evaluation Criteria	Max Points	Weight-age
1	EU-ETS Work History	5	15
	Weight-age		
2	Personal Competence & Aviation Experience	5	5
	Weight-age		
3	Dealing with Regional Airlines	5	20
	Weight-age		
4	Offered scope of work with Time Allocation	5	15
	Weight-age		
5	Understanding & Capability of IT System	5	15
	Weight-age		
6	Methodology of Verification process, Clarity in Verifier's roles and responsibilities	5	10
	Weight-age		
7	Client list in Aviation Industry (as EU-ETS Verifier)	5	10
	Weight-age		
8	EU Accreditation and other aviation affiliations	5	10
	Weight-age		
	Total Points Achieved	40	100
	Total Weight-age Score (Min. 50)		

Formula for each Evolution Criteria

$\text{Weight-age Obtained by Party} = (\text{Weight-age} \times \text{Point Obtained by Party}) / \text{Max Point}$
Qualification Weight-age is upto 50

Marking System

Points	Grading of Attribute
5	Outstanding
4	Very Good
3	Good
2	Moderate
1	Fair