

**Pakistan International Airlines**  
Supply Chain Management Department  
Commercial Purchases Section,  
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**Tender No. PC-19011673**

**Dated; 16-07-2019**

**Tender Cost: PKR 6,000.00**

## **INVITATION TO TENDERS AND INSTRUCTIONS TO TENDERERS**

M/S \_\_\_\_\_

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**Sub: Tender document for the Procurement of Polythene Bags Transparent Oxo-biodegradable.**

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 Envelope Basis** addressed to General Manager Procurement, PIA SCM Building JIAP Karachi by **31-07-2019**. The tenders may be dropped in the tender box marked as “**Tender Box Commercial Purchases**” placed at the entrance of the PIA SCM Building latest by 10:30 hours on the specified date. You may also send your tenders through registered A/D mail addressed to General Manager Procurement SCM, 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 General Manager Procurement SCM in this respect shall be final and binding.

## EARNEST MONEY

The Tender should be accompanied by a **2%** (two) of the tendered value having been deposited in terms of a Pay Order payable at Karachi in lieu thereof in the name of **M/S PAKISTAN INTERNATIONAL AIRLINES** as interest free Earnest Money (Refundable) in 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 tenderers 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 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 by PIA Management. Evaluation report uploaded on PPRA/PIA website.

### Financial Proposal having following documents.

- a) The Schedule duly filled in, signed and sealed.
- b) Pay Order for Earnest Money 2 % ( Refundable).
- c) Rates Tender Schedule-A

### Technical Proposal having following documents.

- a) Tender Fees Pay Order of RS. 6,000.00 (NON RETURNABLE)
- b) Quality Sample 02 Pieces ((NON RETURNABLE)
- c) Company profile, Copy of GST & NTN certificate and technical literature.
- d) Oxo-Biodegradable Certificate.
- e) Technical Proposal must be in 02 separate sets (one for Technical Evaluation & one for file record)
- f) Manufacturer or Authorized Distributor of Manufacturer is allowed to participate with Certificate / documentary proof.

The outer cover of envelopes should bear address of the General Manager Procurement, PIA SCM Building, JIAP Karachi - Pakistan, Tender reference number, opening date and company name.

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) The Tenderers 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 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) 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 (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 / PPRA website.

**Tender No. PC-19011673**
**TENDER SCHEDULE-A**

S #	Specification	Qty	Unit Rate (RS)	17% GST (If Applicable)	Total
01	<b><u>Polythene Bags Transparent Oxo-biodegradable.</u></b> <b>Size: 562x512x1220 mm</b> <b>Weight: 200 Grams. +/- 5%</b> <b>Water Capacity = 254.6 Ltr</b> <b>Packing: Qty. 100 EA in Packet</b>	120,000 EA			
<b>Net Total GST(If Applicable)Rs.</b>					
<b>Net Total Rs.</b>					
<b>2% Earnest Money Rs.</b>					

**Note :** The polythene bag transparent must be oxo-biodegradable by using an approved Oxo-biodegradable additive. The additive manufacturer should comply by the following.

As per SRO 5(KE)/2013 in exercise of the power conferred by section 33 of the Pakistan international Protection Act 1997 (XXXIV of 1997) clause (XXXIII) of section 2.

- A) Test certificate for additive from independent third party laboratory that is accredited in accordance with ISO 17025. Tests must be carried out in accordance with the test methods prescribed by ASTM D-6954-04 standards and reports must clearly state the percentage of pro-degradant additive which must be consistent for all the test namely degradation, bio-degradation and eco-toxicity.
- B) Certificate of membership of Oxo-biodegradable Plastics Association
- C) Certificate of ISO 9001 and ISO 14001 accreditation

**Terms & Conditions**

1. Participant must be registered with Sales Tax authorities GST & must attach copy of GST Certificate
2. Manufacturer or Authorized Distributor of Manufacturer is allowed to participate with Certificate / documentary proof.
3. Guarantee & Warrantee must be provided.
4. Income Tax will be deducted at source.
5. **All participants are required to mention all taxes in unit rate & GST separately.**
6. Payment term net ninety days.
7. Blacklisted / Defaulted parties by PIAC, are not required to participate.
8. All participants must quote one rate and best delivery period.
9. Quotation must be valid for 120 days.
10. Please note that quoted rates must be firmed and final in all respect.
11. Delivery must be made at PIA Supply Chain Management Building, Karachi Airport.
12. Delivery Schedule Qty. 30,000 Ea, per Quarter, first delivery required on urgent basis.
13. Qty 15% may increase or Decrease.
14. Successful bidders shall also be required to submit professional tax. / NOC

Thanking you,

We/ I hereby confirmed having read & 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 and condition of the tender.

Tenderer's Signature \_\_\_\_\_ Designation \_\_\_\_\_

Address \_\_\_\_\_

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

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

Seal \_\_\_\_\_