

PIA

Pakistan International Airlines
Supply Chain Management Department
Commercial Purchases Section
Tel: 990455379,
E-mail: dgmpc@piac.aero

Tender Ref: 24010006/Cargo
Tender Cost: PKR 10,000
Earnest Money: PKR 250,000

INVITATION TO TENDERS AND INSTRUCTIONS TO TENDERERS

M/S _____

**Sub: Tender document for the Oxo Biodegradable Polythene Sheet
for Cargo Deptt**

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 Supply Chain Management Building JIAP Karachi by **03-04-2024**. The tenders may be dropped in the tender box marked as “**Tender Box Commercial Purchases**” placed at the entrance of the PIA Procurement & Logistics 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, 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 Commercial Purchase and Contract in this respect shall be final and binding.

EARNEST MONEY

The Tender should be accompanied by a **250,000** 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 of Rs 280, 000 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.

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. After 10 days the Financial Proposal of only those bidders will be opened whose sample are found acceptable.

Financial Proposal having following documents.

- a) The Schedule duly filled in, signed and sealed.
- b) Pay Order for Earnest Money 250,000 (Refundable).

Technical Proposal having following documents.

- a) Tender Fees Pay Order of RS. 10,000 (NOT REFUNDABLE)
- b) Company profile, Copy of GST & NTN certificate and technical literature of the quoted brand and model If not provided, bid will be rejected On Spot.

The outer cover of envelopes should bear address of the General Manager Procurement & Logistics, PIA Procurement & Logistics 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.
- f) 1% of the total amount will be kept by PIA Finance till the completion of Warranty.
- g) **PIA may get a sample tested from any reputable laboratory during the tendering process or supplied goods, which bill will be charged to the supplier.**

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

(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.

ITEM	Qty	Unit Price	Total
<p><u>POLYTHENE SHEET</u></p> <ul style="list-style-type: none"> Procurement of Polythene Sheet. Transparent 15.5 ft width in the Shape of TUBE <u>(Plus + Minus -) 5%</u> 60 Micron <u>(Plus + Minus -) 5%</u> (57 to 63 Micron). Oxo-Biodegradable Certificate Required. Manufacturer / Authorized distributor can apply for the tender of polythene sheet <p>Packing material will not be charge in weight Sample: Qty 03 sample must be submit at the time of tender (Technical Bid) opening otherwise tender will be rejected on the spot.</p>	30,000 KG		
GST 18% (If App)			
Total			

Note: The polythene Sheet 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) After financial opening an inspection shall be carried out (if deemed necessary) of the evaluated lowest bidder by A team for Purchase Commercial Section.

Prices must be inclusive of all taxes.

- SCM Department (PIA) will not be held responsible for any postal delay.
- Validity of Quote:** Quote must be valid for 120 Days countable from date of opening of Technical Bid.
- Payment Terms:** Payment terms NTD (Net Thirty Days).
- Deduction of Tax:** Income Tax will be deducted at source.
- PIA may get a sample tested from any reputable laboratory during the tendering process or supplied goods, which bill will be charged to the supplier.**

- If any bidder file Grievances, Rs 50,000 will be submitted with Grievances.
- If Grievances is tenable than it will be returned.
- If Not Tenable, it will not be refundable.

TENDERER'S SIGNATURE _____ DESIGNATION _____

ADDRESS _____

Cell _____ NTN. _____

Email _____ GST No. _____

NTN NO. _____ SEAL _____