

REGISTERED/IMMEDIATE

Heavy Industries Taxila
 Marketing & Procurement
 Directorate (CP Branch)
 Taxila Cantt, Pakistan
 Tel : 051- 9315029
 Fax : 051-9315029
 5081/RT-3015/Tpt RRC /CP/Proc
 13 Feb 2019

To: M/s _____

Subject: **Tender Inquiry – Transportation Of Vehicles / Stores**

1. You are requested to please forward your offer to finalize a Rate Running Contract for provision of transportation (on as and when required basis) for THREE YEARS as under:-

- a. 40 Feet Trailer (maximum Load 25 tons) from down country to up country.
- b. Car Carriers from down country to up country.
- c. Tank Transporters from down country to up country.
- d. Rates of above mentioned Vehicles have to be quoted only, rates of following Vehicles will be automatically derived/ calculated as per following formula:-

(1)	20 Feet Vehicle (up country to down country) maximum Load 12 Tons plus container weight.	55% of quoted rate of ser1a.
(2)	Local Vehicle 40 Feet within Karachi area.	10% of quoted rate of ser1a.
(3)	Local Vehicle 20 Feet within Karachi area.	06% of quoted rate of ser1a.
(4)	Local Vehicle maximum loading capacity 1 Ton within Karachi area.	02% of quoted rate of ser1a.
(5)	Local Vehicle maximum loading capacity upto 3 Tons within Karachi area.	02% of quoted rate of ser1a.
(6)	Car carriers from up country to down country	55% of quoted rate of ser1b.
(7)	Tank transporters from Up country to down country	55% of quoted rate of ser1c.
(8)	40 Feet Trailer (maximum store load 25 Tons plus container weight) from up country to down country.	55% of quoted rate of ser1a.

2. Terms & Conditions

- a. All the rates should be inclusive of all loading/ unloading expenses at Karachi area to include lifter & labour, less Port Qasimarea & Malir. In case lifter & labour are required at Port Qasim or Malir, then rates will be negotiated /verified by OIC Zonal Office HIT Karachi and will be charged extra. Crane Charges within Karachi area will also be admissible extra on negotiations done by OIC Zonal Office HIT Karachi on actuals. Lifter/ labour /crane charges on local vehs will also be admissible extra when verified by OIC Zonal office Karachi.
- b. The rate will remain same until any extra/new tax is imposed by the Government directly related to these services. However, existing taxes be included in the quotation.
- c. The rates will be revised after every 02 months based on increase/decrease percentage of diesel in open market. During 02 months the transport prices will remain unchanged irrespective of any variation in prices. A certificate issued by M/s PSO will be considered and authority for revision on 02 monthly basis by Z.O HIT Karachi.
- d. **Security Deposit.** Successful firm will deposit a cash amount Rs. 1.00 Million in HIT Zonal Office Karachi account i.e equal to 5% of the per annum contract value (approx. Rs. 34.00 Million). In case of any increase in the contract value during the currency period of the contract, 5% of the increased value will be deposited by the firm in the same account. In case the firm fails to provide the services in time, HIT Z.O Karachi will hire the transport from local market and expenditure will be met from the above amount. However, if the transportation charges become over and above the contracted rates, the payment will be made to the firm as per the contracted rate. Furthermore the firm will deposit the amount in HIT Zonal Office Karachi account equal to the amount paid to the local transporter to recoup the 5% security. Any change in the contract will be done only with the consent of both parties.
- e. The contract may be extended / renewed with the same firm for additional term(s) with the consent of both parties till the time the firm's performance is satisfactory.
- f. In case of partial cargo (not full vehicle load), the charges will be as under and will be verified by the transport committee of Zonal Office Karachi, keeping in view actual loading conditions of the cargo:-

(1)	By volume. Say for 40 Feet veh the size is 40x8x8 Feet = 2560 Cubic Feet Charges admissible will be:	$\frac{\text{Rate of 40 ft}}{2560}$ x actual cubic feet of partial Cargo with 8' height.
(2)	By Weight. Say for 40 feet veh is for 25 tons, therefore charges admissible will be:	$\frac{\text{Rate of 40 ft}}{25}$ x actual weight of partial Cargo in tons
(3)	Whichever amount out of above two, is higher, will be taken as the invoiced amount.	

- g. The loading will be done within the vehicle dimensions and may be up to maximum 8 feet height keeping in view safety factor as decided by OIC Z.O HIT Karachi. However in case of over dimensioned / over weight cargo, extra proportional amount will be given with the same formula as mentioned at para 2f (1) & (2). In case over weight / over dimension following process will be adopted:-

- (1) **Overweight.** Weight receipt of renowned weighing station, which should be carried out in presence of representative of this office, as well firm's representative and same will also be written on Zonal Office HIT Karachi Convoy Note before dispatch of vehicles to HIT Taxila. Later on no claim /

receipt will be acceptable. Concerned project will verify the store of overweight vehicle and will keep the record for subsequent bills.

- (2) **Over Dimension**. The representative of this office along with the representative of the firm will carry out actual measurement of the loaded store / boxes, if found over dimensions, then the same will be filled on the Convoy Note before release of the vehicles to HIT Taxila. Later on no claim will be entertained. The concerned Project will verify the store of over dimension vehicle and will keep
- h. In case firm used more than 40 feet bed size vehicle for transportation of HIT store, the bills can be claimed only for overweight / over dimension as per para 3g.
 - i. If the loaded vehicles arrive at the concerned Factory's Gate at HIT, Taxila Cantt by 10.00 am then these will be unloaded before 10.00 pm same day. If vehicle arrives after 10:00 am, then HIT can retain the vehicle for unloading process for 24 hours. In case of delay due to HIT, vehicle detention @ 1500 per day per truck for 40 feet and @ 1000 per day per truck for 20 feet will be admissible. A certificate to this effect will be issued by DAD (Store) of the concerned project so as to claim detention charges. Trucks should arrive HIT on working days only unless specially intimated by HIT for holidays. Detention Charges at Karachi area will be admissible @ 2500 per vehicle per day for 40 feet & @ Rs.1500 per vehicle per day for 20 feet truck categories. The container yard rent at Karachi will also be admissible extra on actuals under unavoidable conditions as decided by OIC Zonal Office Karachi.
 - j. The firm will be bound to dispatch the loaded vehicle / store to HIT Taxila Cantt from Karachi within 24 hours. LD (late delivery) charges @ Rs.100 per ton/day will be deducted in case of this delay.
 - k. The firm will be bound to provide required vehicles on due location, time & date, when demanded by Zonal Office HIT Karachi as per following schedule prior to the actual requirement. The vehicle/ lifter must be available at the loading place at the given time, otherwise any extra expenditure / demurrage occurred will be on the firm account. In addition to this, 0.5% late delivery charges may also be deducted from that truck's bill for each hour the loading operation is delayed due to later provision of truck / lifter, if & when considered necessary by OIC Zonal Office HIT Karachi.
 - (1) Less than 05 Vehicles - 12 hours notice
 - (2) upto 10 Vehicles - 24 hours notice
 - (3) Beyond 10 Vehicles - 48 hours notice.
 - l. In case, the empty container is required to be sent back to Karachi (from Taxila), the same must be spared by HIT within 48 hours, in case of delay and if firm pays extra detention charges to the shipping company, the same will be borne by HIT. Furthermore, in case of return of empty container, 8% extra charges will be

applicable on rent from Taxilato Karachi.

- m. The firm will be entirely responsible for any damage / deficiency of the store during loading / loading at Karachi area and transportation enroute upto HIT Taxila Cantt (and within Karachi in case of Local vehicle) and vice versa transportation from Taxila to Karachi. Losses if any will be deducted from ongoing bills/payment and security deposit of the firm.

Instructions for Bidders

3. Rates will be quoted on FOR Taxila Cantt basis. Offer maximum discount while submitting your bid.
4. Over writing and cutting of any nature in the quotation will not be accepted.
5. Part-I and Part-II quotations will be enclosed in separate sealed envelopes for each tender inquiry. For identification purpose, the words "TECHNICAL QUOTATION PART-I WITHOUT PRICE" and COMMERCIAL QUOTATION (PART-II) WITH PRICE" shall be written in BLOCK CAPITAL LETTERS on the respective sealed envelopes which will be placed in a large envelope bearing complete details of the tender inquiry as under:-
6. Forward your quotation not later than at **1030 hours** on **05 March 2019**. The address on envelop will be indicated as under:-

BID

REGISTERED

TENDER INQUIRY NO.5081/RT-3015/18-19/Tpt/DESCOM/ CP-II/Proc dated 13 February 2019 TO BE OPENED ON 1100 hours on 05 March 2019

To: ASSISTANT DIRECTOR (PROCUREMENT)
HEAVY INDUSTRIES TAXILA GATE NO.1, HRF (T),
FROM: M/s _____

7. **Delivery of Tender** The tender/bid will be enclosed in sealed cover which will be invariably marked with quotation against tender inquiry no. **5081/RT-3015/18-19/CP-II/Tpt/DESCOM/Proc dated 13 February 2019** and complete address. The tender if brought by hand, will be handed over to security staff on duty at Heavy Rebuild Factory HRF (T) Gate No.1 for placing the same in bid box (available at gate). The bid will not be brought by hand by any firm while visiting the offices of Assistant Director (Procurement).
8. If, required endorsements are not made on the envelope, bid is liable to be disqualified. The bid will be opened on **05 March 2019 at 1100** hours in the presence of the available representative of the firms in Central Procurement Branch, Heavy Industries Taxila. No bid will be entertained / considered after **1030 hours**, on the aforementioned date.
9. HIT reserves its right to cancel the bidding process with reasons but with no obligation to justify such reasons.
10. The store will be packed in standard grade, worthy of transportation by the means adopted.

11. This inquiry may not be taken as an indication of subsequent supply order and does not in any way commit HIT to purchase the items offered.
12. In case of any dispute regarding the terms and conditions the decision of the Chairman HIT will be considered as final and binding on the suppliers/firms.
13. 100 % payment will be made by the HIT, Taxila Cantt, against pre-receipted bill (duly affixed with revenue stamp) along with professional tax certificate (Photocopy attested) and Active Taxpayer List (ATL).
14. **Offers must remain valid for 180 days** from the date of opening of the tender.
15. The prices quoted must be firm and final and inclusive of all taxes, packing, handling charges.
16. **Postal Order for Rs. 200/-** (Rupees Two Hundred) in favour of **MD-DESCOM**, HIT Taxila Cantt will invariably be enclosed with the quotation, failing which the bid will be ignored.
17. Firms are instructed NOT to send Telex and Fax bids. Such bids/offers will not be accepted.
18. **BGs Against Contract Performance/Warranty Period.** The Supplier shall furnish a 10% bank guarantee within one month from the date of signing of the contract from scheduled bank in Pakistan against the total value of contract excluding taxes/duties. This bank guarantee will remain valid as per warranty clause (para20). BG will be released after completion of warranty period of store.
19. **All Firms participating in the tender will deposit 5% bid security of total quoted value in the shape of CDR / bank guarantee addressing to Director Marketing and Procurement, Heavy Industries Taxila. The bid security will be provided by the firm in commercial envelope and clear mentioning of same in technical quotation, be ensured by firm failing which quotation will stand rejected. Bids security will be returned as under:-**
 - a. **Unsuccessful Bidders.** Within 15 days of completion/announcement of the bid evaluation result.
 - b. **Successful Bidders.** Upon submission of 10% PBG (para19).
20. If BPG is not provided by firm in time , the bid security will be encashed.
21. The offered price will be inclusive of GST and other applicable taxes as imposed by Government of Pakistan. HIT will not be responsible for increase / decrease of taxes.
22. Integrity Pact will invariably be involved / invoked when the total value of the contract exceeds 10 million as specified in PPRA Rules 2004.
23. Only registered supplier/person who are on Active Taxpayer List (ATL) of FBR are eligible to supply goods/services to Government departments. Supplier will submit certificate to this regard along Technical Quotation.

Evaluation Criteria

24. **Eligibility.** Bidder are required to meet the following criteria, offer of the bidder will be rejected and no further processing will be made if part or whole of any of following not provided:-

- a. Participating firms should not have defaulted in any contract with government organizations within or outside Pakistan. (Affidavit to the fact would be provided on judicial stamp paper).
- b. Registration with Income Tax Department (certificate to be attached).
- c. PIFFA license is mandatory for all participating firm. (Attested copy of the certificate to be provided).
- d. Agency agreement with official freight forwarder of exhibition.(Attested copy of the certificate to be provided).
- e. Local representative must be present during exhibition. (Certificate to this fact must be attached in technical quotation).
- f. Firm will provide complete transportation, loading and offloading plan alongwith detail / type of vehicles to be used for transportation of HIT products.
- g. Transporter must have country wide valid bonded cargo transportation license minimum of 10 years.
- h. Transporter should have at least 10 years of experience in relevant field.
- i. Transporter should provide detail of such services provided to Govt and Semi Govt Org of at least 10 years.
- j. Performance Certificate of the above **Government /Semi Government Organization** must be attached with the technical offer.
- k. Detail of vehs held with the firm must be provided alongwith registration on the name of the owner.

25. **Qualification Criteria.** Participating firms should meet the following criteriawith:-

- a. Minimum 50% score in every individualcategory/sub category (except 25c (3) (c) whereby firm with even zero scoring will not be affected with this clause).
- b. Minimum 70% aggregate score of all categories.
- c. The scoring would be done as under:-

(1)	Serial	Description	Maximum Points
	(a)	Financial Soundness	50
	(b)	Past Experience / Record	50
	Total		100

- (2) **Financial soundness.** Credit Marks for financial soundness of the firm shall be on the basis of following qualifications: -

Serial	Description	Max Points	Explanation for Marks Obtained
(a)	Annual turnover of last 3 x Financial Years / Annual sales of company (Third Party generated verifiable audit reports for last three financial years to be provided).	20	Full Marks will be given to bidder whose 3 years turnover (as per audit financial report) will equal to or higher than Rs34Mn. Marks of remaining bidders will be calculated as per following formula:- Formula Score = $\frac{(Y1+Y2+Y3)}{Rs. 34Mn} \times 20$ *(Y1, Y2, Y3 respective annual turnovers of last three years) Note: All calculation will be done in Rs, other currency (if any) will be converted into Rs with applicable conversion rate.
(b)	Working Capital of last financial year (Third Party generated verifiable audit report to be provided).	20	Full Marks will be given to bidder whose working capital will be equal to or higher than Rs. 11.33Mn. Marks of remaining bidders will be calculated as per following formula:- Formula Score = $\frac{(X1)}{Rs. 11.33Mn} \times 20$ X1 = Working Capital of last year Note: All calculation will be done in Rs, other currency (if any) will be converted into Rs with applicable conversion rate.
(c)	Litigation History where decision went against the firm (affidavit on judicial stamp paper to be provided).	10	10 Marks for firms with no litigation history. 2 Marks will be deducted for each litigation where decision went against firm.
Total		50	

- (3) **Past Experience/ Record.** Credit marks for experience shall be awarded on the basis of following qualifications:-

Ser	Description	Max Points	Explanation for Marks Obtained
(a)	Projects of similar nature and complexity i.e transportation of /stores (any type) in last 3 years. (Attested and verifiable copies of related contracts be attached).	20	Full marks will be given to the bidder, whose total amount of contracts in last 3 years will be equal to or higher than Rs. 34 Mn. Marks of remaining bidders will be calculated with as per given formula:- Formula Score = $\frac{X1}{Rs. 34Mn} \times 20$ X1 = Total Amount of Projects in last 3 years. Note: All calculation will be done in Rs, other currency (if any) will be converted into Rs with applicable conversion rate.

(b)	Projects of ongoing similar nature and complexity transportation of store (any type) in last 6 months. (Attested and verifiable copies of contracts be attached).	20	Full marks will be given to the bidder, whose total amount of contracts in hand will be Rs. 11.33Mn. Marks of remaining bidders will be calculated as per given formula:- Formula Score= $\frac{X1}{Rs. 11.33Mn} \times 20$ X1= Total Amount of Projects in hand. Note: All calculation will be done in Rs, other currency (if any) will be converted into Rs with applicable conversion rate.
(c)	Status of enlistment with Government Organizations (Attested copies of Registration certificates to be enclosed).	10	Full marks will be given on provision of at least 1x certificate.
Total		50	

26. Only affidavits and third party (having no conflict of interest with either HIT or the bidder) generated / verified documents will be treated as credible evidences for scoring.

27. Contracts will be awarded to **best evaluated bidder** with highest overall score based on **weightage which will be worked out as under:-**

- | | | |
|-----------------------------|---|------------|
| a. Qualification Criteria | - | 70% |
| b. Commercial offer / Price | - | 30% |

28. All clauses/terms mentioned in this inquiry will be considered accepted by the firm in case no reference to them is given in the offer.

Note: Technical / Commercial quotation must conform to IT parameters specified in this tender. The offer will be rejected there in if the said parameters are not complied with.

Lieutenant Colonel
Assistant Director Procurement
(RiazFida)