

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

**Sub: MAINTENANCE OF CONVENTIONAL FIRE ALARM & DETECTION SYSTEM AT SALES OFFICE, QUETTA.**  
**(QUARTERLY BASES)**

Dear Sirs,

We are pleased to invite your sealed tenders for the Contract 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 General Manager Contracts & Agreements, PIA Procurement & Logistics Building JIAP Karachi latest by **July 02, 2018 by 10:30 Hrs.** 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 00:00 hours on the specified date. You may also send your tenders through registered A/D mail addressed to General Manager Contracts & Agreements, 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 & times shall not be considered. The Corporation will not be responsible for postal delays. The decision of General Manager Contracts & Agreements in this respect shall be final and binding.

3. Bidders are required to submit a Pay Order of Rs.3000/- (Non-Refundable) as tender fees along with Technical Proposal (Local Bidders).

**B) EARNEST MONEY (Local Bidders)**

The Tender should be accompanied a Pay Order payable (valid for 90 days from the date of tender opening) equivalent to 2 % of total bid value 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.

**C) SECURITY DEPOSIT (Local Bidders)**

The successful tenderer upon award of Contract / Purchase Order will be required to furnish security deposit (pay order) in the amount equivalent to 5% of total tender value stated in the Letter of Acceptance 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.

**D) 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 “**FINANCIAL**” and “**TECHNICAL**” 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 returned **un-opened** to the respective bidders.

**E) 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.

PIA’s requirements with Technical Specifications are given.

Bidders **MUST**:

- Be registered with Sales Tax Authorities. (Please attach copy of Registration Certificate).
- Quote Rates, GST/SBR, and other taxes separately.
- Bid on Prescribed Proforma issued by PIA.
- Affix the company seal on all tender documents.

Mention clearly Tender Reference on **TOP RIGHT CORNER OF PROPERLY SEALED ENVELOPE, BEARING COMPANY’S STAMP**

**F) 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.
- d) The outer cover should bear address of the General Manager Contracts & Agreements, PIA P&L 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.

**G) 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 90 days.

**H) Duration of Contract**

Contract will be awarded for the period of three 03 years.

**GM Procurement**

**Enclosed:** *Schedule A*  
*Evaluation Criteria*  
*SLA Draft*  
*Integrity Pact*  
*Undertaking to Execute the Contract*

TENDER SCHEDULE "A"

**Conventional Fire Alarm & Detection System Installed at PIA  
 Sales Office, Quetta.**

S / No.	Description	Qty.	Rate/Month	Annual Charges	Value for 03 Yrs.
01	Smoke Detectors	87	Rs.	Rs.	Rs.
02	Manual Call Station	10			
03	Alarm Sounders	10			
04	Fire Alarm & Control Panel	01			

**Attention:-**

Non compliance to the conditions mentioned below at Serial No. 1 to 5 will render the quotation for rejection at the time of opening of tenders.

**Broad Terms and Conditions of Tender:-**

1. Rates must be quoted in words and figures both inclusive of all taxes, charges, duties, expenses to be borne by the bidder.
2. Offer must be firm and final and valid for 90 days.
3. Incomplete, mutilated offer or offers without/deficient earnest money are liable for rejection.
4. Copy of certificate of registration with Sales Tax collectorate must accompany the quotation.
5. PIA will have the right to visit the facility / premises of the tenderer or call for any further documents to establish the capability of firms to undertake this order/contract. PIA's decision in this regards shall be final will not be questioned in any court.

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.

TENDERER'S SIGNATURE \_\_\_\_\_ DESIGNATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

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

SEAL \_\_\_\_\_

**EQUIPMENT DESCRIPTION**

**Conventional Fire Alarm & Detection System Installed at PIA  
Sales Office Quetta**

S / No.	Description	Qty
01	Smoke Detectors	87
02	Manual Call Station	10
03	Alarm Sounders	10
04	Fire Alarm & Control Panel	01

**Technical Evaluation Criteria**

1. Company must have more than 10 years of experience in servicing and maintenance of Fire Alarm and Detection System. Conventional / Addressable, Documentary proof would be required in this regard. (Reference along with site visit is required)
2. Clientele / Servicing & Maintenance Contract Details:
3. Personnel Experience: (Provided Technical Team Experience Details.)
4. The interested parties must visit the site and see the scope of work before tendering and attached visiting proof along with tender that can be obtain from PIA fire section.

Note: The fulfillment of all above mentioned point / requirements is mandatory in case of failure; it may cause rejection of the bid during technical evaluation process.

CONTRACT BETWEEN PAKISTAN INTERNATIONAL AIRLINES CORPORATION LIMITED AND  
M/S -----

CONTRACT NO. \_\_\_\_\_

This agreement is made on this \_\_\_ Day of \_\_\_\_, Two Thousand \_\_\_\_\_ between the Pakistan International Airlines Corporation (hereinafter called PIAC) of the one part and M/S ----- (hereinafter called the Contractor) of the other part.

Whereby it is agreed that PIAC shall require the Technical Services and the Contractor shall Maintain, Service and repair. **Maintenance of conventional fire alarm & detection system at Sales Office Quetta.**

Described in the Attached Schedule and the rates mentioned therein for a period of 03 (three) years commencing from DD-MM-YYYY to DD- MM-YYYY subject to the terms and conditions given herein under: -

(1) AUTHORITY OF THE PERSON SIGNING CONTRACT AND DOCUMENTS:

Person Signing Contract or any other Documents forming part of this Contract on behalf of the Contractor shall be deemed to warrant that he has the Authority to do so from the Contractor, and if on enquiry, it is revealed that the person so Signing had no Authority to do so the Corporations may without Prejudice to other Legal remedies, cancel the Contract without notice and hold the Signatory Liable for all cost and damages.

(2) DEFINITION OF SERVICING:

The contractor shall have to make service report on Quarterly bases in which they have to provide the detail of maintain & service of Equipment for its smooth and efficient operation by proper Inspection, Dust Sweeping, Cleaning, Adjusting, Checking and Replacing Worn out Parts by new Parts received from PIAC. Any Alteration or Modification will be extra charge from PIAC.

(3) SCHEDULE OF SERVICING:

- Number of visits per year - Four periodic visits unless holidays or unforeseen circumstances.
- Systematic Checking and Testing of all the subject mention systems
- Maintenance service and cleaning of all the Field devices
- Testing of Fire Alarm Panel's operation and zone configuration.

(4) METHOD OF SERVICES:

The Contractor will send their staff that will in the presence of the nominated representative of PIAC carries out the services work as prescribed in clause 2 of the Agreement.

After the work is over the Contractor's staff will obtain a receipt from PIAC's representative, present there at that time that the agreed servicing of the equipments has been carried out in a satisfactory manner. On their service completion receipt the Service will be considered as being done and work completed by the Contractor for the period, and all their responsibilities will cease entirely after completion of servicing jobs..

(5) PRICE OF THE CONTRACT:

PIA shall pay to the Contractor for the Servicing and Maintenance for Fire Alarm and Detection System installed at 08 Various Locations at PIA , Karachi Airport Karachi. RS.00,000/- (Rupees-----  
-----Only.) Per Quarter.

(6) DAMAGES:

If the Contractor fails to fulfill his contractual obligations or does not perform the Contract satisfactorily due to the reasons other than force majeure, then PIAC shall have the right to terminate the Contract forthwith and entitle to claim from the Contractor an amount equal to 25% of the Contract price which shall be recovered from the invoice and / or security deposit and through other lawful means.

(7) PAYMENT OF BILLS:

The Contractor will submit their bills (in quadruplicate). On completion of service, duly supported by one copy of service completion receipt duly certified / verified by PIAC's Manager Fire Protection / Fire Protection Officer and the PIAC will arrange the payment thereof within 30 days from the receipt of the bill.

(8) CHANGE ORDER PROCEDURE:

No alteration in the contract shall be effective until a change order in writing issued by PIAC.

(9) CONDITION OF EQUIPMENTS:

The Contractor is responsible to maintain Equipment in their existing status. If any major parts changes or any modification / alteration is required in equipment their PIAC will arrange to carry out the same within period and reasonable circumstances and contractor will only able to advice for the betterment of equipment.

(10) ASSIGNMENT:

The Contractor shall not sub-let, transfer or assign this Contract to any other party without prior written permissions from PIA , in case of default by contractor, PIA shall be at liberty to revoke the contract and place the order for service elsewhere at the risk and expenses of the contractor. All the expenses in such event shall be recovered from the invoices and / or security deposit and through other lawful means from the Contractor.



**(11) GENERAL TERMS:**

The terms and conditions of this agreement constitute the entire agreement between the parties hereto and shall over-ride any representations or collateral agreements made or quotations submitted by Contractor to PIAC before or at the date of this Agreement.

**(12) REQUIREMENT FROM THE CONTRACTOR:**

The PIAC will arrange testing of the system from contractor without any additional charges on monthly or quarterly basis, and will inform the date and time of same to the Contractor at least one week before, if possible, if testing is not carried out regularly proper working of equipments cannot be known.

**(13) ENTRY PASSES:**

The PIAC will help the contractor to obtain necessary entry permits for the staff, internal transport, tools and kits etc. as required, by the contractor to enter the areas, as per normal procedure.

**(14) CONTRACTOR'S LIABILITY INSURANCE:**

The Contractor shall maintain insurance with the coverage of all its staff and employees and its equipment protect them from claims for damages for personal injury, including death which may arise from operations / services under this contract. Certificates of such insurance shall be submitted to PIAC before the contract and shall be subject to their approval for adequacy of protection contract.

**(15) INDEMNITY:**

The Contractor shall indemnify PIAC against all losses, claims if such losses or claims arise out of any act or omission by or on behalf of Contractor in connection with performance of its obligations under this agreement. And PIAC also indemnify the contractor against all losses, claims if such losses or claims arise out of any act or omission by or on behalf of PIAC in connection with performance of its obligations under this agreement.

**(16) ARBITRATION:**

Any dispute between the parties arising out of or in connection with this agreement if not amicably settled shall be referred for arbitration. The President & CEO PIAC or his nominee shall act as the sole arbitrator. Arbitration shall be conducted in accordance with Arbitration Act of 1940. The seat of the arbitration shall be at Karachi. The parties shall submit to the exclusive jurisdiction of the courts at Karachi.

**(17) RIGHT OF TERMINATION OF CONTRACT:**

Either party may terminate this Contract by giving to the other notice in writing through registered A/D Mail of Ninety (90) days and without prejudice to the respective rights and obligations of the parties.

(18) FORCE MAJEURE:

In the event of any force majeure which include act of God, War, Strike, Civil disobedience, riots and other civil commotion. Contractor shall in writing inform the other party immediately, stating specifically the reason thereof, such delay and its causes.

(19) Governing Laws & Dispute Resolution

- a) This agreement shall be governed and interpreted in accordance with the laws of Pakistan.
- b) The parties agree & submit themselves to exclusive Jurisdiction the Court at Karachi.

FOR PAKISTAN INTERNATIONAL  
AIRLINES CORPORATION.

FOR -----.

(-----)

1. \_\_\_\_\_  
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1. \_\_\_\_\_  
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2. \_\_\_\_\_  
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2. \_\_\_\_\_  
\_\_\_\_\_  
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**EGRITY PACT / DISCLOSURE CLAUSE**

**(To be submitted on Company's Letterhead)**

Declaration of Fees, Commissions and Brokerage Etc. Payable by the Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services & Works\_\_\_\_\_ the Seller / Supplier / Contractor hereby declares its intention not to obtain the procurement of any Contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative sub-division or agency thereof or any other entity owned or controlled by it (GOP) through any corrupt business practice.

Without limiting the generality of the forgoing the Seller / Supplier / Contractor represents and warrants that it has fully declared the brokerage, commission, fees etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from Government of Pakistan, except that which has been expressly declared pursuant hereto.

The Seller / Supplier / Contractor certifies that it has made and will make full disclosure of all agreements an arrangements with all persons in respect of or related to the transaction with Government of Pakistan and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

The Seller / Supplier / Contractor accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall without prejudice to any other right and remedies available to Government of Pakistan under any law, contract or other instrument, be void-able at the option of Government of Pakistan.

Notwithstanding any rights and remedies exercised by Government of Pakistan in this regard, the Seller / Supplier / Contractor agrees to indemnify Government of Pakistan for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Government of Pakistan in any amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by the Seller / Supplier / Contractor as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever from Government of Pakistan.

**(To be submitted on Rs. 0000 Stamp Paper)**

General Manager  
Procurement  
Pakistan International Airlines,  
Karachi.

**Subject: Undertaking to Execute Contract**

Dear Sir,

1. We/I, the undersigned tenderer do hereby confirm, agree and undertake to do following in the event our / my tender for supply/services of \_\_\_\_\_ to PIA is approved and accepted:
2. That we / I will into and execute the formal contract, a copy of which has been supplied to us / me, receipt whereof is hereby acknowledge and which has been studied and understood by me / us without any change, amendment, revision or addition thereto, within a period of seven days when required by PIA to do so.
3. That all expense in connection with the preparation and execution of the contract including stamp duty will be borne by us / me.
4. That we / I shall deposit with PIA the amount of security as specified in the contract which shall continue to be held by PIA until three months after expiry of the contract period.
5. That in event of our / my failure to execute the formal contract within the period of seven days specified by PIA the Earnest money held by PIA, shall be fortified and we / I shall not question the same.

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

Name in full \_\_\_\_\_  
Designation \_\_\_\_\_  
Address \_\_\_\_\_  
Phone / Fax # \_\_\_\_\_  
CNIC \_\_\_\_\_  
Seal \_\_\_\_\_  
Date \_\_\_\_\_