

Pakistan International Airlines

Supply Chain Management

Department Commercial

Purchases Section Tel:

99043304, Fax: 34570120

E- mail: dgmpc@piac.aero

Ref: ENG/24012455

Dated. 09th Jan, 2025

Tender Cost Rs; 15,000.00

Earnest Money Rs 50,000.00

Both must submit with Technical Proposal

INVITATION TO BID

- ❖ Pakistan International Airline (PIA) invites quotations through EPADS and sealed bids from renowned (Eligibility as per tender documents) Vendors “Single Stage Two Sealed Envelope Basis” for supply of

**Annual Quantity /Supply Procurement of Polythene Sheet Transparent
Oxo-biodegradable.**

- ❖ Bidding documents containing detail terms and conditions, etc. are available at electronically and can be downloaded from
- ❖ PIACL Website <https://www.piac.com.pk/corporate/sales-procurement/tenders>
- ❖ PPRA Website <https://www.ppra.org.pk/active-tenders>
- ❖ EPADS-PPRA website www.eprocure.gov.pk
- ❖ Bids should be submitted electronically through EPADS. Manual submission of bid without EPADS electronic bid is **NOT** allowed.
- ❖ For registration and training on EPADS or in case of any technical difficulty in using EPADS, prospective bidders may contract Mr. Razwan Mahmood Director MIS Room No. 109, 1st Floor, FBC building Sector G-5/2, Islamabad. Contact No. 051-111-137-237.
- ❖ The bids, prepared in accordance with the instruction in the bidding documents, must be submitted on EPADS by **29-01-2025 at 10:30 AM.** Bids will be opened on the same day at 11:00 AM through EPADS
- ❖ Original Bid Security instrument **MUST BE** submitted to the under signed before online submission deadline of the bid.

Pakistan International Airlines

Commercial Purchases Section – 1st Floor, Supply Chain Management

Department, PIACL Airport, Karachi – 75200 - Pakistan

Tel: 99043304, Fax: 34570120

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Supply Chain Management Department

Commercial Purchases Section,
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M/S _____

Sub: Tender document for the Procurement of Polythene Sheet 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 **29-01-2025**. 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 Earnest Money 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 Rs.50,000 (Refundable).
- c) Rates Tender Schedule-A

Technical Proposal having following documents.

- a) Tender Fees Pay Order of RS.15,000.00 (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) Non provision of above or Any , bid will be cancelled.

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.

PRICE

- 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

(Purchases Commercial Division)

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.

Ref -Eng-24012455
TENDER SCHEDULE "A"

**Annual Quantity /Supply Procurement of Polythene Sheet Transparent
Oxo-biodegradable.**

	Specification	Qty	Rate	Total
01	<u>Polythene Sheet : Transparent (Oxo-biodegradable) :</u> 1. Thickness of sheet 0.002" (inches) ± 5% 2. Wide: 38 " (inches) ± 5% 3. In shape of Roll Sheet 4. Weight of Each Bundle / Roll (Standard) 5. Packing Matial will not be a part of weight	7,000 Ea.		
		GST (if Applicable)		
		Grand Total		
		Earnest Money Rs.		50,000

Important Terms & Conditions

1. Participant must be registered with Sales Tax authorities GST & must attach copy of GST Certificate
2. Income Tax will be deducted at source.
3. **PIA reserves the rights to verify Quality of samples / supplies (including Oxo-biodegradable), at any stage, through tests from any renowned laboratory (if required), at Vendor's expense.**
4. All participants are required to mention all taxes in unit rate & GST separately.
5. Payment term net thirty days. Blacklisted / Defaulted parties by PIAC, are not required to participate.
6. All participants must quote one rate and best delivery period.
7. Quotation must be valid for 120 days.
8. Please note that quoted rates must be firmed and final in all respect.
9. Delivery must be made at PIA Supply Chain Management Building, Karachi Airport.
10. Qty 15% may increase or Decrease. 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 _____