

REF:GM(ICM)/CAC/CONT/Maint/Machine/PIA/Printing Press/20

M/S _____

Annual Maintenance Services Contract of Machines Installed at PIA Printing Press.

Dear Sirs,

We are pleased to invite your sealed tenders for the item 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 Inventory & Contract Management, PIA Supply Chain Management Building JIAP Karachi latest by **07-10-2020 by 1030 Hrs.** The tenders may be dropped in the tender box marked as “**Tender Box Commercial Purchases**” placed at the entrance of the PIA Supply Chain Management 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 Inventory & Contract Management, 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 Inventory & Contract Management, 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 120 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 OR Bank Guarantee) in the amount equivalent to 10% 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 “**TECHNICAL**” and “**FINANCIAL**” 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). (Local Bidders Only)
- Quote Rates, GST, 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 (Local Bidders).
- 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 Inventory & Contract Management, PIA SCM 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 120 days.

H) Duration of Contract

Contract will be awarded for the period one year further extendable two more terms on same rates terms and condition subject to satisfactory performance on mutual consent basis.

Muhammad Asim khan

**General Manager Inventory & Contract Management
Supply Chain Management PIA Head Office, Karachi.
Ph: 021 9904 3081, 9904 4216
Email: gmicm@piac.aero, contract.administration@piac.aero**

Annual Maintenance Services Contract of Machines Installed at PIA Printing Press 2020-21

Tender Schedule "A"

Existing Machinery of Printing Press Detail as Under Work on Offset Machines
Sheets, Cards and Paper Printing Black & White and four color Printing

Annual Contract Maintenance and Service of Following Printing Machines available at PIA Printing Press premises.

Scope of work: Service & Maintenance/ Replacement of parts under:-

Sr.No	Description/Model Offset Printing Machine.		Hours	Rate/Hr	Total PKR
01	SORDZ/512718 Heidelberg Germany	EA	200 Hrs (approximately)		
02	SORD/512745 Heidelberg Germany	EA	150 Hrs (approximately)		
03	SORM/512753 Heidelberg Germany	EA	150 Hrs (approximately)		
04	GTO/664993 Heidelberg Germany	EA	75 Hrs (approximately)		
05	GTO/664994 Heidelberg Germany	EA	75 Hrs (approximately)		
06	GTO/664991 Heidelberg Germany	EA	75 Hrs (approximately)		
07	GTO/664992 Heidelberg Germany	EA	75 Hrs (approximately)		

Work on Letter Press Machines
Composing, Block Printing, Number printing, per fatting and Die Cutting

01	CYLENDER (Mod;c-1) SBG19116 Heidelberg Germany	EA	50 Hrs (approximately)		
02	CYLENDER (Mod;c-2) SBG33108 Heidelberg Germany	EA	50 Hrs (approximately)		
03	Platen/P-1 Heidelberg Germany	EA	50 Hrs (approximately)		
04	Platen/P-2 Heidelberg Germany	EA	50 Hrs (approximately)		
05	CYLENDER (Mod;c-3) KSBA329944 Heidelberg Germany	EA	50 Hrs (approximately)		

Binding Section. Work on Machines

"B"

Paper Cutting, Stitching, Washering

01	POLAR CUTTING (MoD:115cs)4831645 Heidelberg Germany	EA	75 Hrs (approximately)		
02	POLAR CUTTING (MoD:92cs)4811687 Heidelberg Germany	EA	75 Hrs (approximately)		
03	POLAR CUTTING (MoD:72cs)4951148 Heidelberg Germany	EA	25 Hrs (approximately)		
04	SITICGING-1 Heidelberg Germany	EA	25 Hrs (approximately)		
05	SITICGING-2 Heidelberg Germany	EA	10 Hrs (approximately)		
06	WAHSERING-1 Heidelberg Germany	EA	25 Hrs (approximately)		
07	GRINDING Heidelberg Germany	EA	75 Hrs (approximately)		

PROCESSING SECTION MACHINES Work on
Film processing/Color Separating, Copy on tracing Paper and layout making

01	IMAGE SETTER/FILM Processor & COMPUTER (MACO ECRM 56/USA)	EA	50 Hrs (approximately)		
02	CONTACT FRAME-1 ClimschVakuprint / Germany	EA	10 Hrs (approximately)		
03	PHOTO COPIER/copy On tracing paper (CANON IR3530)	EA	25 Hrs (approximately)		

Annual Maintenance Services Contract of Machines Installed at PIA Printing Press

EVALUATION CRITERIA

Total marks-75
Qualifying marks-50

1. PARTICULARS OF THE FIRM/COMPANY (30 Marks)

a	Mandatory requirement for the company to have Maintenance & repairing setup	10
b	Year of establishment of the firm	
i)	10 Year and above	10
ii)	5-10 Years	05
iii)	5 Years and below	02
c	Number of personnel on company roster (Strength/deployment year wise last 3 years)	
i)	Over 5	10
ii)	3 to 4	05
iii)	2 to 3	02

2. Special Requirement/condition (20 Marks)

a	Sound Financial Position	10
b	NTN/GST/Registration No and validity Date	5
c	Relevant Tools and equipment	5

a. Annual Turnover in PKR (past year) (15 Marks)

- i. Over 1 Million 15 Marks
- ii. 0.5 Million - 1 Million 10 Marks

b. Annual Income Tax in PKR (past year) (10 Marks)

- i. Over 50,000 - 100,000 10 Marks
- ii. Less than 50,000 05 Marks

Note. Please provide documentary support/evidence regarding above categories in case of failure zero marks will be given.

Bindery Contract services at PIA Printing Press

Draft Agreement

Contract for Professional Services - Karachi / 2020-21

THIS AGREEMENT is made on _____ between PAKISTAN INTERNATIONAL AIRLINES CORPORATION LIMITED, a public limited company incorporated, governed and operating under the laws of Pakistan having its Head Office at Karachi Airport (Hereinafter called the "PIACL" and/or "PIA") of the one part

AND

[name of the Contractor], having its head office at _____ (hereinafter referred to as the "Contractor" which expression shall where the context so admits include its successors and assigns) of the SECOND PART.

The PIACL and the Contractor may individually be referred to as a "Party" and collectively be referred to, as "Parties", respectively, as the context of this Agreement requires.

WHEREAS Contractor has offered to provide services for repair and maintenance of various printing machines more precisely described in the attached schedule namely Annex "A" at prices mentioned therein against each item and whereas, PIA has accepted the offer extended by the contractor on the terms and conditions incorporated hereafter.

NOW THIS DEED WITNESSETH AS UNDER:-

1. Authority of Person Signing Contract and Document

Person signing this contract or any other document forming part of this contract on behalf of the contractor shall be deemed to warrant that he has the authority to do so for the Contractor, and if on enquiry it is revealed that the person so signing had no authority to do so. PIA may without prejudice to other legal remedies cancel the contract without notice and hold the signatory liable for all costs and damages.

2. Period of Contract

This contract has come into retrospective effect from _____ and shall remain in force for a period of one year expiring on _____. This contract/agreement will be extended for another period of two years at the terms and conditions to be agreed upon by the parties subject to PIA's requirement and/or satisfactory performance of the Contractor. However, PIA may extend the term of the contract for a period of 90 days of the expiry of the contract.

3. Termination of Contract.

. Either party can terminate this contract without assigning any reason or cause with a 30 days' notice to the other party. However, PIA shall have a right to terminate this contract upon giving seven days' notice in writing to contractor, in case there is any deterioration in quality of workmanship is noticed or if the Contractor violates any terms and conditions of this contract.

. If PIA violates any provision of this Contract, the contractor may also serve a notice in writing within 7 days through registered A/D mail, notifying such default on part of PIA. If PIA FAILS TO RECTIFY SUCH DEFAULT WITHIN 30 DAYS FROM THE RECEIPT OF SUCH NOTICE, THE Contractor may terminate this contract upon expiry of such 30 days default by PIA hereinabove.

. In the event where the parties hold different views and cannot amicably resolve, the matter shall be referred to the Chief HR Officer for his opinion. The opinion of the Chief HR Officer shall be final and binding on both the parties in this regard.

4 Notices

All notice requests and demands given to or made upon the parties shall be in writing posted through registered mail at the addresses set forth below:-

PIA General Manager (I&CM)
Supply Chain Management,
Karachi Airport.

Contractor The Managing Director or
The Services Manager

5. Schedule

For all intents and purposes, the schedule annexed herewith shall form an integral part of this contract and Contractor shall be bound to fulfill all terms and conditions stipulated therein. Any deviation from the terms and conditions incorporated in the annexed / schedule shall be deemed to violation of the contract on the part of the Contractor.

6. Prices

All the rates mentioned in annexed schedule shall remain firm and final for the duration of this Contract and for any extension thereof, and shall not be enhanced on any account by the Contractor.

7. Payments

Payment in respect of supply/service shall be made by Manager Head Office payments, P.I.A Karachi Airport within 30 days on the submission of the pre-receipted bills /certified bills, which are to be drawn strictly in conformity with the order placed by the concerned department covering supplies/services under this contract / agreement.

8. Recoveries

When any sum of money is recoverable from the Contractor due to risk purchase or any other default under this or any other contract / agreement, P.I.A, shall be entitled to deduct the amount from pending Bills or nthrough the Security Deposit of the Contractor and Contractor will have no objection to the same.

9. Security Deposit/Earnest Money

Prior to signing of this contract the Contractor shall furnish a performance guarantee in shape of interest free Security deposit/Bank Guarantee from a bank and in form and substance acceptable to PIACL, of the amount equivalent to 10% of total contract value in form of bank draft which shall be retained by the PIACL throughout the validity of this contract or any extension thereof, and after 03 months period after the expiry of this agreement or early termination whatever the case may be. The same may be refunded after settlement of all the dues outstanding against the Contractor.

10. Sub-Letting

The Contractor shall not sub-let transfer or assign this contact or a portion / part of it to any other party without prior written permission from the PIA or else PIA shall be at liberty to terminate the contract / agreement at the risk and expenses of the Contractor.

11. Insolvency and Breach of Contract

Should the Contractor be adjudicated insolvent or made to enter into any agreement for composition with the creditors to suspend payment (for being a company be wound up, whether compulsorily or voluntarily or commit any breach of this contract herein not specially provided), PIA shall have the right to declare the contract as terminated, in which case the Contractor shall be liable to pay to PIA for any extra expenses which PIA incurs but shall not be entitled to any gain on repurchases.

12. Correspondence

The Contractor will not correspond with or approach any other authority/ persons directly or indirectly, whether the staff of PIA or OTHERWISE EXCEPT THE MANAGER and the DIRECTOR ADMINISTRATION, PIA, regarding any matter arising from this or any other contract with PIA. The Contractor may carry on correspondence with the appropriate officials of the consuming department, if so directed by purchases authorities.

13. Security of Contractor's Personnel

Only the authorized representatives of the Contractor having security passes from PIA Security, will be allowed to enter the Stores /Press Building. The Security Passes will be arranged by Manager Printing Press at the cost of Contractor.

14. Commission, Gifts.

Any bribe, commission, gifts or advantages given, promised or defrayed by or on behalf of the Contractor or his Partner Agent of Servant or any one of this or their behalf to any Officer, Servant, Representative or Agent of PIA relating to the obtaining or the execution of this or any other contract and also payment of any amount to be decided by the Chief of Supply Chain Management, PIA as damages and the said decision in this respect shall be final and binding on the Contractor.

15. Force Majeure

Neither party shall be liable any failure, delay in performing its obligations due to any case beyond reasonable control including fire, act public enemy, war, rebellion, fire act of public enemy, war, rebellion, insurrection, fire, accident, act of God, act or state or of the judiciary.

16.

ARBITRATION GOVERNING LAW & JURISDICTION

- i. If at any time any question, dispute or difference may arise between both the parties under this Agreement, either party may as reasonable, give to the other Notice in writing of the existence of such question, dispute or difference, specifying its nature and the point at issue, for conciliation failing which the matter shall be referred to a single arbitrator nominated by the consent of the parties in accordance with the provision of Arbitration Act of 1940 or any statutory modification or re-enactment thereof for the time being in force or the seat of the arbitration shall be at Karachi.
- ii. The parties shall submit to the exclusive jurisdiction of the courts at Karachi.
- iii. This agreement shall be governed by the law of Islamic Republic of Pakistan.

17. Indemnity

- a. The Contractor further undertakes and agrees to indemnify and hold harmless, PIACL, its staff / officials and agents from and against any and all claims, demand, liabilities, damages and expenses of any nature whatsoever, arising from or out of the execution or performance of any service/supply/work under this contract by the Contractor its staff/officials deployed at the PIACL or its agents.

IN WITNESS WHEREOF THE PARTIES OF THIS CONTRACT HAVE AFFICED THEIR SIGNATURE:-

For and on behalf of Pakistan
International Airlines

For the on behalf of
Contractor

Signature
& Seal _____
Name _____
Designation: _____

Signature
& Seal _____
Name _____
Designation: _____

Witness No.1
Signature _____
Name _____
Designation: _____
C.N.I.C No. _____
Address: _____

Witness No.2
Signature _____
Name _____
Designation: _____
C.N.I.C No. _____
Address: _____

INTEGRITY 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 and 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 times 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.

(RUPEE ONE HUNDRED NON-JUDICIAL STAMP PAPER)

General Manager Inventory & Contract Management
Supply chain Management
Pakistan Intentional Airlines
Karachi.

Subject: UNDERTAKING TO EXECUTE CONTRACT

Dear Sir,

1. We / I, the undersigned tenderer do here by confirm, agree and undertake to do following in the event our / my tender for _____, is approved and accepted:-
2. That we / I will enter into and execute the formal contract, a copy of which has been supplied to us / me, receipt whereof is hereby acknowledged 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 expenses 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 stand forfeited and we / I shall not question the same.

Tenderer's Signature _____

Name in Full _____

Designation _____

Address: _____

Phone / Fax # _____

N.I.C. # _____

Seal _____

Date _____