

Tender No. UFM-24011327
 Dated. 20th January, 2024

INVITATION to BIDS

Sealed Tenders on Single Stage TWO SEALED ENVELOPE Basis invited for the ANNUAL procurement of followings;

Item Description	Tender No.	Closing / Opening	Details
Cabin Shoes for Female Cabin Crew	UFM- 24011327	10-02-2025 <u>10:30 Hours PST [Closing Time]</u> <u>11:00 Hours PST [Opening Time]</u>	Tender Bid must be offered through PPRA E-PADS Web Portal and also submit Sealed Envelopes

Pakistan International Airlines (PIA) the National Flag Carrier invites sealed bids from Suppliers. (Vendor eligibility as mentioned in tender documents (Page # 03 & 06).

Bidding documents, for each lot, containing detailed terms and conditions, etc. are available and can be downloaded from PIA Website <https://www.piac.com.pk/corporate/sales-procurement/tender> as well as from E-PADS PPRA web site www.eprocure.gov.pk free of cost. Bidders need to get registered at E-web portal of E-PADS PPRA to access the tender document and other relevant information including electronic bid submission. In case of any help regarding EPADS online submission Mr. Wali Sohail Najeeb Cell No. +92 345 9897000 and email auditcell.scm@piac.aero may be contacted.

Bids should be submitted electronically **ONLY** through EPADS PPRA web portal. 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 bidder/s may contact Mr. Rizwan Mehmood, Director MIS Room No.109, 1st Floor, FBC Building Sector G-5/2, Islamabad or Helpline Contact No. 051-111-137-237.

The bids prepared in accordance with the instructions in the bidding documents must be submitted through EPADS web portal by closing time & date mentioned in the tender document. Bids will be opened on the same day at 11:00 AM through EPADS. All interested bidders must register themselves at EPADS by using link <https://eprocure.gov.pk/#/supplier/registration>

Note:-

Original Bid Security / Earnest Money instrument **MUST BE** attached with the Technical Proposal and the reference / Pay Order copy must be submitted through EPADS online submission as well, before Tender Closing Date & Time.
 UFM-2024- 25

DGM Purchases Commercial
 PIA SUPPLY CHAIN MANAGEMENT
 1st Floor, Supply Chain Management Building, PIACL Head Office, Airport-75200 Karachi - Pakistan.
 Tel +92-21-99045379 & 3157 - Email: dgmpc@piac.aero / uniform@piac.aero
 PIA Tender link (web) - <https://www.piac.com.pk/corporate/sales-procurement/tenders>

Sign & Seal of Bidder

Tender No. 24011327
Dated. 10-02, 2025
Tender Cost. Rs: 2000.00

Invitation of Tender and Instructions to Bidders (Must Read Carefully)

Important Note:

- Must participated through EPADS System, only those Manual bids shall be considered which have already been quoted through EPADS.

After Submission through EPADS, following documents are required physically:

- EPADS Tender Print, Tender fees, Earnest Money, Quality Tender Samples Quantity Technical Literature, Company Profile, Certifications, Authorizations.

Following are must be submitted before Closing date: Feb-10, 2024

M/s. _____

Sub : Procurement of Cabin Shoes for Female Cabin Crew

Pakistan International Airline (PIA) invites quotations through EPADS and sealed bids from renowned Eligible Vendors "Single Stage Two Sealed Envelope Basis" for supply of "Cabin Shoes for Female Cabin Crew". The terms & conditions of the tender / supplies are given below:-

[SUBMISSION OF TENDER [MANUAL]

1. You are required to send your sealed tenders on "Single Stage Two Envelope Basis" addressed to D.G.M Procurement Management, Supply Chain Management, 1st Floor SCM Department Building, PIACL Head Office, JIAP Karachi-75200 by **February-10, 2025. Monday.**
2. The tenders may be dropped in the tender box marked as "Tender Box Commercial Purchase placed entrance/ stairs of the PIA Supply Chain Management Building latest by 10:30 hours on the specified date.
3. You may also send your tenders through registered A/D, which must reach before the closing date and time mentioned above.
4. Tenders will be opened at 11:00 hours, the same day in the presence of bidders. [optional]
5. Both technical & Financial Proposals should be sealed with Scotch Tape with authorized signature.

Tenders must be in two separate sealed envelopes;

- ✓ [Technical Proposal → with Tender Reference Number & Supplier Name.
- ✓ [Financial Proposal] → with Tender Reference Number & Supplier Name.

1. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for any postal delays.
2. The decision of General Manager [Procurement] in all terms & conditions respect shall be final and binding.

EARNEST MONEY:

The **TECHNICAL** Proposal should be accompanied with a Pay Order [issued by any scheduled bank] amounting **Rs 30,000.00** and must be payable at Karachi Pakistan in lieu thereof in the name of M/s. PAKISTAN INTERNATIONAL AIRLINES CORPORATION LIMITED as interest free Earnest Money [Refundable] only with Technical Proposal. All tenders without Earnest Money shall not be considered.

SECURITY DEPOSIT:

Successful bidders, upon award of Contract / Purchase Order an additional amount of **PKR 30,000.00** [will be called if required] as interest free Security deposit in shape of Pay Order or a Bank Guarantee of equivalent amount [duly countersigned by the Head Office of the Bank], Bank Guarantee remain be valid 03-months after expiry of the Contract.

Sign&Seal ofBidder

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 according to the specifications. Financial Proposal of only those bidders will be opened whose sample are found acceptable. Evaluation Report as per PPRA Rule-35 will be uploaded on both PPRA and PIA websites.

FINANCIAL Proposal - [having following documents].

1. Tender Schedule –“A” Complete Form duly filled in, signed, stamped every page and sealed with scotch tape.

2. TECHNICAL Proposal - [having following documents].

1. Tender Fees Pay Order of Rs 2,000.00 [Non Refundable] - *On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount*
2. Earnest Money amounting Rs 30,000.00 of Total Bid Value in shape of Pay Order [issued from any scheduled bank] as Earnest Money [Refundable/Interest Free] - *On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount*
3. Quality samples [01 Pair] – [Non-Returnable]
4. Technical Proposal of item & Company profile.
5. Copy of GST & NTN Certificate.
6. Tender Schedule “A”, “B” & Specifications, must be attached with Technical Proposal.
7. Manufacturers or Authorized Distributors of Manufacturer [with Authorization Letter from Manufacturer] can participate.
8. *Technical Proposal [Certificates & Distribution Letters only] should be submitted in 02-two sets, inserted in Technical Proposal Envelope. [One for Technical Evaluation & One for file record]. Mandatory.*

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) In any query without hesitate you will contact / emails mentioned concerned officer.

Sign & Seal of Bidder

PRICES

- a) The Prices quoted must be net as per accounting unit as shown in the Schedule of tender, inclusive of all duties / taxes, GST (if 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. The Prices must be stated for each item separately 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. [Extendable in line with PPRA Rules]
- d) Rates must be written on PIA prescribed form otherwise Bids will not be entertained.
- e) Correction White Fluid or Over Writing strictly is not allowed otherwise tender will be rejected/ not-considered.
- f) Hand written bid [RATES] via Pen / Marker / Pointer etc will not be acceptable. Only TYPED BID / TYPED UNIT RATES will be accepted. Alternatively Transparent TAPE should be pasted over WRITTEN RATES. Non-Compliance of above may result in REJECTION OF YOUR BIDS.

ACCEPTANCE OF TENDER

PIA does not pledge itself 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 / cancel as per PPRA Rules.

- **Note: Only Local Bidder will be encouraged for this tender.**

Yours truly,
for and on behalf of **Pakistan International Airlines**

DGM Purchase Commercial
Supply Chain Management – PIA (KHI)

Encl:

1. Tender Schedule “A” & “B” complete form.
2. Undertaking [If attached with tender]

Note: Prescribed Tenders form for the subject item may be directly downloaded from <http://web.piac.com.pk/> or www.ppra.org.pk websites.

<https://www.piac.com.pk/corporate/sales-procurement/tenders>

Sign & Seal of Bidder

TENDER SCHEDULE "A"
 REF NO:UFM 24011327

Particulars of Item	Unit	Quantity	Unit Rate PKR	GST [if Applicable]	Total Value PKR
Cabin Shoes for Female Cabin Crew	Pair	200			
Total Value in figures/words →					
TOTAL CONTRACT VALUE Rs. →					
EARNEST MONEY Rs: 30.000/ →					

Note:

All participants must quote one rates. Rates must be inclusive of all GST shall be mentioned separately [if applicable].

After receiving of P.O. bidder must submit additional amount **Rs: 50.000.00** as Security Deposit within five (05) working days.

Bidders are require to offer one rate despite offering more than one proposal / sample. In case of more than one financial offer / rate, bidders must submit separate Technical & Financial Proposals (with tender fee & amount Rs: 30.000/ EM.

Declaration by Bidder (s):

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.

BIDDERS SIGNATURE: _____

BIDDERS NAME: _____

DESIGNATION: _____

ADDRESS: _____

Tel No: _____

Fax No. _____

Cell No. _____

Valid Email : _____

GST No. _____

NTN No. _____

Sign & Seal of Bidder

Mandatory Requirement

DESCRIPTION / SPECIFICATION OF ITEM			YES/NO
1. Item Name / Description :- <u>Requirement of Cabin Shoes for Female Cabin Crew</u> 2. <u>Specification</u>			
<u>Cabin Shoes for Female Cabin Crew</u>			
MATERIAL	UPPER LEATHER	HIGH QUALITY UPPER LEATHER	
	INNER LINING	SYNTHETIC PU/ SYNTHETIC LEATHERETTE	
	MIDSOLE	AMBICORK MIDSOLE HAVING GREAT THERMAL AND DYNAMIC BEHAVIOR	
	SOLE	ANTI-SKID NITRILE NATURAL RUBBER SOLE	
COUNTER		PADDED	
COLOR	UPPER LEATHER	BLACK	
	INNER LINING	BLACK	
	MIDSOLE	BLACK	
	SOLE	BLACK	
	TOE TYPE	SQUARE TOE	
SIZES	36-41	RATIO WILL BE BASED ON MEASUREMENTS	
HEIGHT	1 INCH		
Manufacturer / Authorized Distributors of related trade are allowed to Participate in the tender. Manufacturer / Authorizes Distributor must be into business of related trade as many as 5 years. → Please attach copy of Authorization Certificate.			
Service provider having atleast one outlet would preferred in different cities (KHI, LHE & ISB)			
Participant must be registered with Sales Tax Authorities as Manufacturer or Distributor of related trade in FBR principle activity (Please attach copy of GST Registration Certificate).			
An amount Rs: 30.000/ earnest money (Pay Order) must be submitted along with the Technical Proposal			

Tender Terms & Conditions

1. If any stage documents provided by participants found tempered / bogus an amount Rs: 50.000/ Earnest Money will be forfeited.
2. All participants are required to quote one rate inclusive all Govt: Taxes & GST separately.
3. Please note that quoted rates must be firm and final in all respect.
4. Guarantee & warranty must be provided. (if applicable)
5. Payment **TERMS NET NINETY (30) DAYS** or as agreed, income tax will be deducted at source.
6. Quotation must be valid for 120 days from the date of technical proposal opening.
7. Quantity 15% may increase or decrease.
8. Bid will be awarded on technically qualified individual lowest rates basis.
9. Items are subject to evaluation by providing advance sample to determine the required quality by the user department/Joint Evaluation Committee.
10. Item found below PIA standard shall be rejected & not entertained.
11. Supplier should furnish 3 work orders of similar item during last one year as a mandatory proof of work order experience in related trade/supplies, also submit one compliance work order similar to total quoted value or more of this tender., please attach copy of successful work orders.
12. Supplier should fulfill all documentary requirements as per PIA procedure.
13. All Bidders should fulfill every column and attach the relevant documents along with the proposals.
14. Technically successful bidders will be informed their results & Financial Opening date.
15. **If you have any query you can contact without any hesitation to concerned Procurement Officer email uniform@piac.aero 92-21-99043157.**
16. **For any Grievance a fee Rs: 50,000/ shall be submitted. If grievance found tenable by Grievance Committee same will be refunded, if grievance found Non Tenable, grievance fee will not be refunded.**

Sign & Seal of Bidder

(RUPEE ONE HUNDRED NON-JUDICIAL STAMP PAPER)

Chief,
Supply Chain Management Department
Pakistan International Airlines Corporation Head
Office J.I.A.P Karachi-75200 Pakistan.

Subject: **UNDERTAKING TO EXECUTE CONTRACT**

Dear Sir,

1. We / I, the undersigned bidders 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/Security Deposit held by PIA shall stand forfeited and we / I shall not question the same.

Bidder's Signature _____

Name in Full _____

Designation _____

Cell No: _____

Valid e.mail _____

Address: _____ Phone No _____

Fax No _____

N.I.C. # _____

Dated _____

Sign & Seal of Bidder

INTEGRITY PACT / DISCLOSURE CLAUSE

Must be printed on company Letter Head

Declaration of Fees, Commissions and Brokerage Etc. Payable by the Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services & Works

M/s. _____ the Manufacturer 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 Manufacturer 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 Manufacturer 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 Manufacturer 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 Manufacturer 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 form from Government of Pakistan.

Sign & Seal of Bidder

PARTICIPATION AUTHORIZATION LETTER

*Must be filled by Representative of Company with C.N.I.C Copy, Company Identification
& must be submit with Technical Proposal only*

TO WHOM IT MAY CONCERN

Dated: _____

I namely _____ bearing CNIC No. _____

representing M/s. _____, am hereby

authorized by my company to submit proposal against Tender No: _____

for (item) _____

to PIA and observe proceeding on tender opening day.

Copies of my CNIC & Company Card copy are enclosed.

Authorized Signature & Seal of Supplier with Designation _____

Address _____

Valid e.mail _____

Telephone No. _____ Cell No. _____

Fax No: _____

Sign & Seal of Bidder