



## PAKISTAN INDUSTRIAL DEVELOPMENT CORPORATION (PIDC)



### INVITATION TO BIDS (PROCUREMENT OF MISCELLANEOUS WORKS FOR PIDC REGIONAL OFFICE AT PIDC BUILDING F-5/1 ISLAMABAD)

1. Pakistan Industrial Development Corporation (PIDC) invites fire protection equipment's bids from interested firms/bidders/service providers as per PPRA Rules, 2004 (Amended till date) having relevant expertise and actively registered with relevant Tax departments for the following scope of works under **Single Stage One Envelope procedure**.

S. No.	Name of Work	Bid Security (Refundable)
1	Supply & Installation of SS Pipe Railing and Aluminum strips to be fixed on Emergency stairs at PIDC Building F-5/1 Islamabad	PKR 80,000/-

2. The Bidding documents for each tender, containing detailed requirements, terms & conditions, for the registered bidders on EPADS and can be downloaded from EPADS (<https://eprocure.gov.pk>) or PPRA website or PIDC's website ([www.pidc.com.pk](http://www.pidc.com.pk)), free of cost.
3. The Bids should be accompanied by bid security (as mentioned above) in shape of either pay order / demand draft in favor of the Pakistan Industrial Development Corporation. (Pvt.) Ltd. Scanned copy of Bid Security, for the respective work, will be submitted; however, the original bid security shall be submitted to PIDC on the address given below before the deadline of submission
4. **Eligibility / Mandatory Criteria:**
- The firms/bidders/service providers must be registered with PPRA EPADS (<https://eprocure.gov.pk>).
  - The bidder should be Active Tax Payer and registered with relevant Tax departments.
  - Experience in similar nature of works (details are mentioned in bidding documents).
5. Interested bidders are requested to submit their bids electronically through PPRA EPADS and one original hard copy on or before **17<sup>th</sup> February 2025** till **0200 hours** to below mentioned address. The bids will be opened through PPRA EPADS on the same day at **02:30 hours**. Delayed/conditional/telegraphic Bids will not be entertained.
6. The procurement agency reserves the right to accept or reject any or all bids as per PPRA rules.

#### Manager - PIDC

Pakistan Industrial Development Corporation (Pvt.) Ltd.,  
PIDC Building, Plot#13, F-5/1, Regional Office  
Islamabad  
Telephone: 051-9208904/13, 9211914  
Web: [www.pidc.com.pk](http://www.pidc.com.pk)



**PAKISTAN INDUSTRIAL  
DEVELOPMENT CORPORATION  
(PIDC)**



---

**BIDDING DOCUMENTS**

**FOR**

**Supply and Installation of SS Pipe Railing and  
Aluminum strips for PIDC Regional Office Building at  
PIDC building Islamabad**

Procurement No: PIDC/Tender/Tech/028-A  
January 2025

## TERMS OF REFERENCE

Pakistan Industrial Development Corporation (Pvt) Ltd. intends to procure & installation of SS Pipe Railing and Aluminum Strip to be Fixed on Emergency Stairs for PIDC Regional Office Islamabad. Bids are invited for the below-mentioned items on a Single stage single envelope procedure from eligible bidders (authorized dealers/ distributors/ suppliers) registered with relevant Tax Departments/ holding NTN for the supply & installation of the given below material/ item. "Most Advantageous Bid" will be considered after due process of evaluation.

### **SS Pipe Railing and Aluminum Strip to be Fixed on Emergency Stairs**

<b>S. No</b>	<b>Description</b>	<b>Total Area</b>
<b>01</b>	Supply & installation of Hand Railing Stainless-Steel (Rust Free) Hollow Round Pipe 2-1/2" Dia, 16 Guage, bracket SS Pipe 1-1/2" dia.	<b>1200 Rft</b>
<b>02</b>	Supply & installation of 3mm thick Aluminum C-channel Strip with 2-1/4" width.	<b>1600 Rft</b>

#### **1. Scope of Work and Source of Funds: -**

Supply and installation of SS Pipe Railing and Aluminum Strips for emergency exit stairs as proposed in BOQ for PIDC Regional office F-5/1 Islamabad.

PIDC arranged funds from its own source.

#### **2. Location of Delivery: -**

PIDC Regional Office at F-5/1 Islamabad.

#### **3. Name of the Procuring Agency and address:**

Pakistan Industrial Development Corporation (Pvt.) Ltd.

PIDC Building, Plot#13, F-5/1, Regional Office, Islamabad

Telephone: 051-9208904/13, 9211914

Email: [asfandyar.queshi@pidc.com.pk](mailto:asfandyar.queshi@pidc.com.pk)

[jawad.imtiaz@pidc.com.pk](mailto:jawad.imtiaz@pidc.com.pk)

Web: [www.pidc.com.pk](http://www.pidc.com.pk)

**4. Method of selection:** "Single Stage One Envelop Procedure". The "Most Advantageous Bid" will be selected after evaluation of bids.

#### **5. Currencies of Bid: -**

Prices should be quoted in Pak Rupees.

#### **6. Language of Bid**

The bid as well as all correspondence and documents related to the bid exchanged by a bidder and the Purchaser shall be written in the English language.

#### **7. Bid Price: -**

The price shall be in Pak Rupees and shall be fixed. The Bidder shall submit the Form of Bid using the form attached herewith. Prices shall be quoted entirely in Pak Rupees inclusive of

all applicable taxes. The Bidder shall fill in the rate and prices for the required items, described in this document. All duties, taxes and other levies payable by the bidder shall be included in the rates, prices, and total bid submitted by the bidder. Cost for carriage/delivery shall be included in the rates while quoting final rate.

**8. Bid Security: -**

All bids must be accompanied by a Bid Security (refundable) of an amount not less than **Rs. 80,000/-** (Rupees Eighty Thousand only) in the shape of a Pay Order / demand draft in name of Pakistan Industrial Development Corporation. All Bid securities will be returned to non-eligible bidders after the announcement of the evaluation result, whereas the Bid security of the successful bidder will be returned after signing the Contract Agreement.

**9. Bid Validity: -**

Bid should remain valid for 90 days (Extendable) from the date of opening of bid.

**10. Clarification of Bidding Documents: -**

Any sort of clarifications can be obtained on or before seven (05) days prior to bid submission date.

**11. Deadline for Submission of Bids: -**

- The Proposals must be submitted electronically EPADS (<https://eprocure.gov.pk>) not later than:

**Date: 17<sup>th</sup> February 2025 Time: 02:00 p.m.**

For Manual submission, the Procuring Agency address is:

Pakistan Industrial Development Corporation (Pvt.) Ltd.,  
PIDC Building, Plot # 13, F-5/1, Regional Office, Islamabad.  
Telephone: 051-9208904/13, 9211914  
[asfandyar.queshi@pidc.com.pk](mailto:asfandyar.queshi@pidc.com.pk)  
[jawad.imtiaz@pidc.com.pk](mailto:jawad.imtiaz@pidc.com.pk)

Manual proposal of only those participants will be accepted who submit their bids through PPRA EPADS.

- If in any case/ scenario the last date of submission is declared a public holiday the next working day shall be considered the deadline for submission of bids.

**12. Venue, time, and date of Bid Opening: -**

Bids will be opened on the same day **17<sup>th</sup> February 2025 at 02:30 PM** through EPADS in the presence of Procurement Committee and bidders who opt to participate at the following venue, Pakistan Industrial Development Corporation (Pvt.) Ltd.,

Pakistan Industrial Development Corporation (Pvt.) Ltd.,  
PIDC Building, Plot # 13, F-5/1, Regional Office, Islamabad.

**13. AWARD OF CONTRACT**

The Purchaser/Employer will award the Contract to the Bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price.

#### **14. Commencement Date: -**

The date of issue of Purchaser / Employer Notice to Commence.

#### **15. Time for Completion**

The bidder/supplier shall commence the Works on the Commencement Date and shall proceed expeditiously and without delay and shall complete the Works within **30 days**.

#### **16. Terms of Payment**

100% of the Contract Price shall be paid upon 100% delivery and installation of complete equipment and Inspection of committee.

Following documents will be submitted with invoice,

- (1) Delivery Challan.
- (2) Sale tax invoice.
- (3) Valid Professional Tax & Income Tax exemption Certificate (If applicable)

The payment will be made to the Bidder within 30 days of the receipt of original delivery challan(s) and invoice(s) duly completed in all respect and signed and stamped by the Inspection Committee.

All taxes will be deducted from all the invoices as per prescribed law of Govt. of Pakistan.

#### **17. Advance Payment: -**

No advance payment will be made for any kind of invoice.

#### **18. Inspections:**

- i. After the installation at the Employer/Purchaser's premises, the Employer/Purchaser shall inspect the quantity, quality, specifications of material.
- ii. The Inspection Committee of PIDC will carry out detailed physical examination of material and can reject, any item if found not according to the approved technical specifications etc.

#### **19. Liquidated Damages**

If the Supplier fails to deliver the goods or perform the services within the time period(s) specified in the contract, the Purchaser shall, without prejudice to its other remedies under the contract deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.1 percent of the Contract Price for each day of delay until actual delivery or performance, up to a maximum deduction of 10% of the Contract Price. Once the maximum is reached, the purchaser may consider termination of the contract.

### **ELIGIBILITY / QUALIFICATION CRITERIA**

- a) Evaluation shall be based on the record / documentary evidence submitted by the bidder.
- b) Bids should be fully responsive to the technical specifications of the goods.
- c) Bids not accompanied by the Bid Security of required amount and form shall be rejected.

Sr. #	DOCUMENTS/REQUIREMENTS	ACTION TO BE TAKEN BY THE BIDDER
<b>MANDATORY REQUIREMENTS/CRITERIA</b>		
1	Valid Bid Security as described in the tender documents shall be provided by the Bidder as a mandatory requirement. (Scanned Copy to be uploaded on EPADS and Original to be submitted to PIDC before Bid Submission Deadline)	Mandatory
2	An Affidavit on stamp paper of Rs. 100/- that the firm/Supplier is not blacklisted or in litigation by/with any public or private sector organization in Pakistan	Mandatory
<b>REQUIREMENTS/CRITERIA FOR SCORING BASED EVALUATION</b>		
1	Years of Experience of the Company/Firm	<b>Max Marks = 20</b> 04 mark for each year's existence till 2025
2	i. Existence of fully operational office or branch in Rawalpindi/ Islamabad. ii. Existence of fully operational office or branch in any other city.	<b>Max Marks = 20</b> 20 Marks 10 Marks
3	Completion of 04 similar nature of work of PKR 1 million or above with any Private/ Corporate Sector organizations during last 5 years (Copy of completion certificate/ contract along with final settlement).	<b>Max Marks = 40</b> 10 marks for each Project.
Sr. #	DOCUMENTS/REQUIREMENTS	ACTION TO BE TAKEN BY THE BIDDER
4	<b>Company Financial Capability</b> Average Annual Turnover (last 03 years audited account/ annual tax return)	<b>(Max Marks = 10)</b> 1.5 million or above = 10 Marks B/w 1 – 1.5 million = 5 Marks Less than 1 million = 0 Marks
5	NTN and GST Registration certificate	<b>10 Marks</b>
<b>Total Marks Allocated</b>		<b>100</b>

**KEY NOTES ON EVALUATION CRITERIA:**

- The Bidder must secure an overall score of minimum 60 Points out of Total 100 Points, in addition to meeting all Mandatory Requirements as stipulated in this Document. In case of Joint Venture, Lead Member must meet mandatory requirement & marking will be done jointly.
- Bidders are required to submit all relevant documents mentioned above.
- Any incomplete/temper/forged/counterfeit information will fall under disqualification from the tender.

**Final Evaluation**

The decision of the Procurement Committee will be binding on all concerned and will in no case be challengeable at any forum.

## Form of Bid

Date: \_\_\_\_\_

Bid Reference No. \_\_\_\_\_

(Name of Contract)

To:

\_\_\_\_\_  
Gentleman,

We, the undersigned, declare that: (a) We have examined and have no reservations to the Bidding Document, including Addenda No.:

- \_\_\_\_\_;
- (b) We offer to supply in conformity with the Bidding Document and in accordance with the Delivery and Completion Schedule, the following Goods \_\_\_\_\_;
  - (c) The total price of our Bid, excluding any discounts offered in item (d) below is: \_  
;
  - (d) The discounts offered and the methodology for their application are: \_\_\_\_\_
  - (e) Our Bid shall be valid for a period of \_\_\_\_\_ days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
  - (f) If our Bid is accepted, we commit to obtain a Performance Security in the amount of \_\_\_\_\_ percent of the Contract Price for the due performance of the Contract;
  - (g) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries \_\_\_\_\_;
  - (h) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Document;
  - (i) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the Purchaser;
  - (j) The following commissions, gratuities, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract:

Name of Recipient	Address	Reason	Amount
----------------------	---------	--------	--------

(If none has been paid or is to be paid, indicate "none.")

- (k) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.

- (l) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- (m) We agree to permit the Purchaser or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the Bank.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

\_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

\_\_\_\_\_

Signed

Date

**Witness:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_



### Bill of Quantities (BOQ)

<b>S.No</b>	<b>Description</b>	<b>Total Area</b>	<b>Unit Price</b>	<b>Total Amount</b>
<b>01</b>	<b><u>Staircase Safety Railing</u></b>  Providing, making and fixing of Hand Railing 12” High Stainless-Steel (Rust Free) Hollow Round Pipe consisting of 2-1/2” Dia, 16 Guage along with Stainless Steel Round Pipe 1-1/2” dia used as a bracket fixed into the wall with Rawal bolt at 5ft distance with all accessories complete in all respect and as directed by Engineer.	<b>1200 Rft</b>		
<b>02</b>	<b><u>Anti Slippery Aluminum Strip</u></b>  Providing and fixing of 3mm thick Aluminum C-channel Strip having 2-1/4” width fixed on to the Marble step with Stainless Steel Screws with all accessories, complete in all respect and as directed by Engineer.	<b>1600 Rft</b>		
<b>Grand Total inclusive of all taxes</b>				

**FORM OF CONTRACT AGREEMENT**

THIS AGREEMENT made on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between \_\_\_\_\_ of \_\_\_\_\_ (hereinafter “the Purchaser”), of the one part, and \_\_\_\_\_ of \_\_\_\_\_ (hereinafter called “the Supplier”), of the other part:

WHEREAS the Purchaser invited bids for certain Goods viz., \_\_\_\_\_ and has accepted a Bid by the Supplier for the supply & installation of those works in the sum of \_\_\_\_\_ (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- (a) The Purchaser’s Notification to the Supplier of Award of Contract (Letter of Acceptance);
- (b) The Form of Bid and the Price Schedules submitted by the Supplier;
- (c) Terms and Reference of Contract
- (d) Specifications;
- (e) Any other Item

This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

3. In consideration of the payments to be made by the Purchaser to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the Purchaser to provide the Goods and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS the parties hereto have caused this Agreement to be executed in accordance with the laws of \_\_\_\_\_ on the day, month and year indicated above.

Signature of the Supplier

Signature of the Purchaser

\_\_\_\_\_  
(Seal)

\_\_\_\_\_  
(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness

\_\_\_\_\_  
(Name, Title and Address)

\_\_\_\_\_  
(Name, Title and Address)