

Tender No. **SCM/ENGG/VACUUM CLEANER/24**

Dated. 29 July, 2024

Tender Cost Rs 10,000.00

Earnest Money Rs **50,000.00** 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

NUMATIC VACUUM CLEANER

- ❖ 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. Rizwan 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 **15-08-2024** at **10:30 AM**. Bids will be opened on the same day at 11:00 AM through EPADS
- ❖ Original Earnest Money instrument **MUST BE** submitted to the under signed before online submission deadline of the bid.

Pakistan International Airlines
Supply Chain Management Department
[PIACL], District Office The-Mall Rawalpindi Pakistan
Tel: +92-51-9274453
E-mail. isbpppk@piac.aero / scmlp.isb@piac.aero

Website: <http://web.piac.com.pk>

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 Cost PKR _____
- Earnest Money PKR _____
- Technical Literature _____
- Company Profile _____
- Certifications [if required] _____
- Authorizations [if required] _____

Manual bids must be submitted before Closing date i.e. _____

M/s. _____

Sub : Procurement of Vacuum Cleaner

Dear Sirs,

Pakistan International Airline (PIA) invites quotations through EPADS and sealed bids from renowned Eligible Vendors “Single Stage Single Sealed Envelope Basis” for supply of below tabulated items / goods / services. 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 Single Envelope Basis” addressed to, Supply Chain Management, PIA Booking office Mall road Rawalpindi by **15-08-2024**.
2. The tenders may be dropped in the tender box marked as “Tender Box” placed at SCM Department at basement, PIA Booking office Mall Road Sadder Rawalpindi, latest by 10:30 hours on the specified date. You may also send your tenders through registered A/D, which must reach before the closing date and time mentioned above.
3. Tenders will be opened at 11:00 hours, the same day in the presence of bidders. [optional]
 - a) Note: All foreign bidders must mention Tender Ref No, date of opening & item description on their OUTER courier envelope. [strict compliance]
4. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for any postal delays.
5. The decision of Manager Supply Chain Management Rawalpindi in all terms & conditions respect shall be final and binding.

EARNEST MONEY [for local bidders only]

The TECHNICAL Proposal should be accompanied with a Pay Order [issued by any scheduled bank] amounting **Rs.50,000.00** and must be payable at RWP/ISB Pakistan in lieu thereof in the name of M/s. PAKISTAN INTERNATIONAL AIRLINES CORPORATION LIMITED as interest free Earnest Money which will be refunded upon successful completion of job. All tenders without Earnest Money shall not be considered.

OPENING OF TENDER

Tender will be opened on “Single Stage Single Envelope” basis. All bidders must submit sealed envelope containing Financial Proposal” on specified tender opening date / time. **Financial Proposals should be sealed with Scotch Tape with authorized signature.**

Copy of GST & NTN Certificate (Mandatory)

1. **Pay Order for Earnest Money (Rs. 50,000) in the name of Pakistan International Airlines) (Mandatory)** *On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount] - for Local Bidders only*
2. **Tender Fees [Non Refundable]** *On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount] - for Local Bidders only*
3. **Letter Head Mentioning Names of Item for which company is Quoting. Please note that you have to mention only names of items in this letter (Mandatory).**
4. **Company Profile. (if any/required)**
5. **Technical Literature & Quality Certification (if any/required),**

The envelope containing heading “Financial Proposal” shall enclose:

1. The Tender Schedule duly filled in, signed and sealed (on all pages) (Mandatory).
2. Tender terms & conditions (duly signed) (Mandatory)
3. Mandatory Requirements (duly signed) (Mandatory)
4. Undertaking on RS. 100/- or above non-judicial stamp paper duly signed and stamped by an Oath Commissioner (Mandatory).
5. Integrity Pact / Disclosure Clause (duly signed) (Mandatory).
6. **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.**

Please note that:

- The envelopes (Technical Proposal Financial Proposal) shall be enclosed in double cover.
- The outer cover should bear address of the Manager Supply Chain Management Rawalpindi and reference number of the tender with opening date of tender.
- 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.

PRICES

- 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. 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 180 days.
- e) Quotation must be written on PIA prescribed form otherwise Bids will not be entertained.
- f) Correction White Fluid or Over Writing strictly is not allowed otherwise tender will be rejected/ not-considered.
- g) For foreign bidders, rates will be converted into local currency at the date of financial opening & will be locked till completion of P.O supplies.

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. All Foreign Bidders must sent their samples / tender envelopes on DDP [Delivery Duty Paid this is only for Tender Samples / Envelopes] basis. Outer Courier Envelope must be with cross Tender Reference Number/ Item Description.

Yours truly,

for and on behalf of **Pakistan International Airlines**
MGR Supply Chain Management
PIA RWP

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.

TENDER SCHEDULE "A"
REF: SCM/ENGG/VACUUM CLEANER/24

Subject: NUMATIC VACUUM CLEANER

Description	Unit	Quantity	Unit Rate Rs.	Remarks
01- Numatic Vacuum Cleaner(Corded/Wired)	NO.	01		
02- Numatic Vacuum Cleaner(Cordless/Battery Operated)	NO.	01		

Terms of Reference for Numatic Vacuum Cleaner Specifications:

Corded/Wired Vacuum	Cordless/Battery Operated Vacuum
Equipment Requirements: 1. Numatic Vacuum Cleaner 2. OEM Part Number/Model: AVQ380-2 3. Container Capacity: 15L 4. Watts: 960W/1200W Max. 5. Operating Voltage & Frequency: 110/115V, 400Hz 6. Air Flow: 47L/sec 7 7. Suction: 2500mm H2O	Equipment Requirements: 1. Numatic Vacuum Cleaner 2. Suction: 200mm H2O 3. OEM Part Number/Model: NBV240NX 4. Container Capacity: 9L 5. Watts: 350w 6. Power Source: Battery 7. Air Flow: 20 L/Sec 8. Charging Type/Duration: 80min runtime + 1-hour fast charge
Power Cord Requirements: 1. Length: 26 meters (for each vacuum equipment) 2. Gauge/Size: 70/0.0076 (Full gauge) 3. Properties: 100% copper / 2-core Flexible / Round / Black 4. End Plug/Shoe Type: US-TYPE/Male 3-PIN 5. End Plug/Shoe Models: JT-515P / NEMA 5-15P / HBL5266C 6. End Plug Voltage/Amperes Rating: 125V/15A	Battery/Charging Requirements: <ul style="list-style-type: none"> • Battery Type: NX300 36V Lithium-Ion (Part No. 09996) • Charging Dock: NX300 Applicable (Part no. 911334) • Charger Cord: NX300 Mains Cable (Part no. 12365)
CLEANCARE Accessories Requirements: (No accessories kit/set will be accepted, other than mentioned below) Accessories OPTION-1	CLEANCARE Accessories Requirements: (No accessories kit/set will be accepted, other than mentioned below) Accessories OPTION
2 x Stainless Steel Extension Tube (Part No. 602920) 1 x Stainless Steel Tube Bend (Part No. 602919) 1 x 2.4m NuFlex Threaded Hose(Part No. 602102) 2 x 300mm ProFlo Wet Tool (Part No. 602382) 2 x Filtering Flask (1 installed within vacuum + 1 extra) (Part No. 604165) 1 x Dust Bags (NVM-2BH - Master Carton 16x10) (Part No. 604016)	1 x AA12 KIT (Part no. 607240) -or 1 x A21A KIT (Part No. 607221) -or 1 x AS10 KIT (Part No. 916028) + 1 x Dust Filters (NVM-1CH - Master Carton 8x10) (Part no. 604015)
OR Accessories OPTION-2 1 x 3-Piece Aluminum Tube Set (Part No. 601026) 1 x 2.4m NuFlex Threaded Hose (Part No. 602102) 2 x 300mm ProFlo Wet Tool (Part No. 602382) 2 x Filtering Flask (1 installed within vacuum + 1 extra) (Part No. 604165) 1 x Dust Bags (NVM-2BH - Master Carton 16x10) (Part No. 604016)	

GENERAL TERMS & CONDITIONS:

- Items found below PIA specified standard approved specs shall be rejected/returned without any liability to PIA.
- Participant is required to quote rates inclusive of all Govt taxes & GST shall be mentioned separately.
- Participant must quote ONE Rate and best delivery period.
- Quoted rates must be firm and final in all respect.
- Guarantee & Warrantee must be provided. (if applicable)
- Payment term net thirty days or as agreed, Income tax will be deducted at source.
- Vendors must send their sealed quotations via courier service directly PIA SUPPLY CHAIN MANAGEMENT DEPARTMENT. PIA will not be responsible for any postal delay.
- Item to be delivered at PIA Supply Chain Management, Booking Office Mall Road RWP.
- PIA Security pass for vehicle and employees is the responsibility of vendor.
- Supplier staff delivering good must wear clean proper uniform (including shoes) and company logo/identity otherwise fine of 2% shall be imposed.
- Quotations must be valid for 120 days from the date of technical proposal opening.
- Supplier have to quote for all items and bid will be awarded on lowest rates basis.
- Supplier should fulfill all documentary requirement as per PIA procedure.
- Participant is required to quote rates inclusive all Govt taxes & GST shall be mentioned separately.
- GST will be paid on items where applicable.
- Must comply with PSQC / ISO / AVIATION STANDARD.

Who can apply:

- **Related Business Operators Manufacturer / Authorized dealer / Distributor of manufactures only.**

- Participant is required to quote rates inclusive all Govt Taxes & GST shall be mentioned separately.
- Participant must quote one rate and best delivery period.
- Quoted rates must be firm and final in all respect.
- Guarantee & warrantee must be provided.
- Payment terms net thirty days or as agreed, Income tax will be deducted at source.
- Quantity/period may increase or decrease by 15%.
- All foreign vendor must send their sealed quotation via courier service directly to PIA PROCUREMENT & LOGISTIC DEPARTMENT. PIA will not be responsible for any postal delay.

Delivery Schedule: Within 07 days after award of contract on as and when required basis.

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.

BIDDER'S SIGNATURE _____ DESIGNATION _____

ADDRESS _____

Tel No. _____ Fax No. _____ Email _____

GST No. _____ NTN NO. _____

SEAL _____

Seal & Signature

Tender Schedule "B"

MANDATORY REQUIREMENT

DESCRIPTION	YES/NO
PARTICIPANT MUST BE REGISTERED WITH SALES TAX AUTHORITIES G.S.T. NO. MUST BE QUOTED.	
RS. 50,000/- EARNEST MONEY (PAY ORDER ONLY) MUST BE SUBMITTED ALONG WITH THE QUOTATION.	
MANUFACTURER/AUTHORIZED DISTRIBUTOR CERTIFICATE (IF APPLICABLE)	

NOTE:

All Bidders Should fulfill every column and attach the relevant documents along with the proposals

The bidder not fulfilling and/all of the above shall be declared non-responsive / disqualified. In addition all terms and conditions should be complied by the Bidder.

Seal & Signature

1. If any stage documents provided by bidder found tempered /bogus deposited E/Money will be fortified.
2. All participants are required to quote rates inclusive of all Govt: Taxes & GST separately. [for local bidders]
3. Please note that quoted rates must be firm and final in all respect.
4. Guarantee & warrantee must be provided. [if applicable]
5. Payment TERMS NET THIRTY DAYS or as agreed.
6. Income tax will be deducted at source. [for local bidders]
7. Quotation must be valid for 180 days from the date of technical proposal opening.
8. Quantity 15% may increase or decrease.
9. Bid will be awarded on technically qualified individual lowest rates basis.
10. All foreign vendors must send their sealed quotation via courier service, with *cross reference Tender No.* directly SCM Department at basement, PIA Booking office Mall Road Sadder Rawalpindi, in case of postal delay PIA will not be responsible.
11. Items are subject to evaluation by providing advance sample to determine the required quality by the user department/Joint Evaluation Committee. Item found below PIA standard shall be rejected & not entertained.
12. It will be the suppliers' responsibility to obtain Entry Passes for their personnel and the vehicles form PIA. Security after completing the required formalities. [for local bidders]
13. Supplier staff delivering goods must be in clean uniform, non-conformity will incur 02% deduction from the billing amount.
14. If goods deliver late than delivery schedule mentioned in Purchase Order. An amount equivalent 2% / multiple by time bar will be deducted from invoice / bill of bidder [as per rules].
15. PIA has right to visit the bidder's manufacturing site / office [if required].
16. During the course of normal supplies or at tendering stage/process, PIACL reserves the right for laboratory testing of supplies / samples for reputable independent source at the expense of supplier.
17. Technically successful bidders will be informed their results & Financial Opening date.
18. Packing must be industrial standard of Card Board Box level & packages must be suitable for four to five times [loading off-loading] / transportation to PIA Network.

[RUPEE ONE HUNDRED NON-JUDICIAL STAMP PAPER]

[Enclose with technical proposal]

Manager (Supply Chain Management)
PIA Booking office Mall Road Sadder
Rawalpindi

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
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: _____

Email: _____

Address: _____

Phone No _____

Fax No _____

N.I.C. # _____

Seal _____

Dated _____

INTEGRITY PACT / DISCLOSURE CLAUSE

Must be printed on company Letter Head – [Submit with Financial Proposal]

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 / Authorized Distributor / 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.

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 _____

Telephone No. _____ **Cell No.** _____

Fax No: _____ **Valid Email** _____

**Computerized National Identity Card*