

BIDDING DOCUMENTS

FOR

CONVERSION OF THE OLD CHANCERY BUILDING INTO
CONSULAR HALL


Embassy of Pakistan,
37-Serova, Bayalinova Street, Bishkek (Kyrgyzstan)

Phone: +996 312 373901

Email: parepbishkek@mofa.gov.pk

4th July 2024

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(Marwan Alex Ayyash,
Counsellor/DHM
Embassy Of Pakistan
Bishkek

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Section-I: Invitation to Bid

Embassy of Pakistan
Bishkek

TENDER NOTICE

Embassy of Pakistan, Bishkek (Kyrgyzstan) Invites bids from experienced and well reputed firms for the conversion of old Chancery building into Consular hall at the Embassy of Pakistan, Bishkek as per the details given in the bidding documents.

2. The bidding document containing relevant details can be obtained from the address mentioned below on any working day during the office hours. Alternately, the same can be downloaded from the website of the Public Procurement Authority: www.ppra.org.pk.
3. Single stage-One envelop procedure will be followed. All bids received shall be opened and evaluated in the manner prescribed in the bidding documents.
4. Bids must reach the Embassy of Pakistan, Bishkek at the address given below, before 1500 hours (Bishkek Time) on 7th August, 2024 either through personal delivery or registered post/courier and will be opened the same day at 1530 hours in the presence of bidders or their authorized representatives who may choose to attend the same.
5. Embassy of Pakistan, Bishkek reserves the right to accept or reject any bid in accordance with PPRA rules.

Ambassador
Embassy of Pakistan,
37-Serova, Bayalinova Street, Bishkek (Kyrgyzstan)
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Section-II: Terms & Conditions

- 1) The bids will be governed by the single stage-two envelop bidding procedure. The bid are to be evaluated on technical and financial grounds.
- 2) The bid opening Committee will open the bids on 7th August, 2024 in the presence of bidders or their representatives, who may choose to be present.
- 3) The proposal shall be evaluated in a manner prescribed in these bidding documents, and the bids not conforming to specified requirements will be rejected. No amendment will be allowed in the proposal after opening.
- 4) The firms may submit specifications, photographic evidence, catalogue, video clips, physical samples, or any other mode to demonstrate the quality of goods/items and work in their proposal.
- 5) The proposals of the bidders shall be opened publically at a time and date specified in the tender documents.
- 6) The bids will be evaluated on the basis of "Least cost method".
- 7) The bid validity period shall be 30 days from the date of bid opening, and the firm will ensure completion of work within a period of 02 months from the issuance of the work order.
- 8) Bidder shall quote the rates in US\$ with all applicable taxes and transportation cost for delivery of goods/work in the bidding price. Use of white fluid or over-writing will not be accepted.
- 9) The Successful bidder shall submit bid securing declaration on the format prescribed by the PPRA as stipulated in Rules 25 of Public Procurement Rules-2004.
- 10) The successful bidder may discharge its obligations itself or through its authorized agent, duly notified in writing.
- 11) Embassy of Pakistan, Bishkek reserves the rights to accept or reject any or all bids in accordance with existing PPRA-rules.




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Section-III: Instruction to Bidders

1. All bidders should understand and know the exact nature, type and quantum of work before submitting their bids.
2. If the bidder (s) needs (s) any clarification/information, he/she should contact the Embassy of Pakistan, Bishkek before the date of opening of bids at the contact details provided in Section-I.
3. Prices quoted in the bid should be inclusive of all applicable taxes.
4. Quoted prices must be mentioned in words and figures both. In case of any error, price quoted in words will govern. Any proposal with over-writing or cutting will not be accepted and the bid will be rejected.
5. Each and every page of the tender document must be signed and stamped by the bidder or should be on letterhead of the firm.

Section-IV: Evaluation Criteria

The bids will be evaluated on the basis of Least Cost Method.


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Section-V: List of Goods/Bill of Quantities

S.No.	Description
1.	Demolishment of existing walls in the front section of the building.
2.	Making Cabins MRP, NADRA, Attestations and Visa interview.
3.	Construction of 03 washroom for visitors (Male & Female).
4.	Construction of a Security Guardroom on the front end with entrance door.
5.	Change of old roof, laying down new flooring for the building and replacement of existing wiring, plumbing and heating systems.
6.	Replacement of doors and windows.

Certified that the List of goods/services is serially numbered from 01 to 06

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Section-VI: Form of Bid

To be filled, signed and stamped by the bidder, OR to be submitted on letter –head of the firm

S.No.	Description	Specification	Cost (US\$)
1.	Demolishment of existing walls in the front section of the building.	Restoration/construction of walls	
2.	Making Cabins MRP, NADRA, Attestations and Visa interview.	Installation/construction of new cabins	
3.	Construction of 03 Toilets for visitors (Male & Female).	Installation/construction of 03 new washroom for male & female visitors	
4.	Construction of a Security Guardroom on the front end with entrance door.	Installation/construction of a new security guardroom	
5.	Change of old roof, laying down new flooring for the building and replacement of existing wiring, plumbing and heating systems.	Installation/construction of new roof, new flooring, replacement of wiring, plumbing and heating system in the building	
6.	Replacement of doors and windows of the building	Replacement of all doors and windows	
	Total price of goods/services		
	Grant total-including all applicable tax		
	Grand total in words:		

Signature: _____

Stmp: _____

Date: _____


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Section-VII: Undertaking by the Bidder

Each bidder shall submit and undertake as per specimen below regarding accuracy of information provided and to the effect that the firm is not involved in any illegal activity:

UNDERTAKING

(To be filled, signed and stamped by the bidder, OR to be submitted on letter -head of the firm)

It is certified that the information furnished herein and as per the documents submitted is true and correct to the best of my knowledge and nothing has been concealed or tampered with.

2. We have gone through the conditions of tender/bidding documents and are liable to any legal action for furnishing false information/documents.
3. We hereby undertake that we have not been blacklisted or rendered ineligible for corrupt and fraudulent practices, or other reasons (s), by any private organization or government organization.

SIGNATURE:

STAMP/SEAL OF THE FIRM (OR ON LETTER-HEAD OF THE FIRM):

DATE:


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Embassy Of Pakistan
Bishkek

Section-VIII: Bid Securing Declaration

(To be filled, signed and stamped by the bidder, OR to be submitted on letter-head of the firm)

Date: _____

Bill No. _____

To: Embassy of Pakistan, Bishkek (Kyrgyzstan)

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid securing declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however, without indulging in corrupt and fraudulent practices, if we are in breach of our obligation (s) under the Bid conditions, because we:

- (a) Have withdrawn or modified our Bid during the period of bid validity specified in the Form of Bid.
- (b) Disagreement to arithmetical correction made to the Bid price; or
- (c) Having been notified of the acceptance of our Bid by the Procuring Agency during the period of bid validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security, if so required by the procuring agency or to comply with any other condition precedent to signing the contract specified in the bidding documents.

We understand this bid securing declaration shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful bidder; or (ii) twenty –eight days after the expiration of our bid.

Signature: _____

Name of the Firm: _____

Date: _____

Seal/Stamp (or on company letter head).

