



GATEWAY TO NATIONAL PROSPERITY

## PORT QASIM AUTHORITY

BIN QASIM, KARCHI-75020

### NOTICE INVITING TENDER

Port Qasim Authority invites sealed bids from the reputed Manufacturers, Suppliers / Contractors etc. registered with Income Tax & Sales Tax Departments and on Active Tax Payer List (ATL) of FBR and also registered with PPRA on E-PADS for Supply of Uniform and allied items.

2. Interested bidders may obtain Tender documents and items/description/specification along with Terms and Conditions from the office of the Director (Environment & Safety), Port Qasim Authority, Karachi, on any working day during the office hours 0900 hours to 1600 hours on payment of **Rs. 1000/- fee (non-refundable)** in shape of Pay Order in favour of Port Qasim Authority. Tender Documents can also be downloaded from PQA and PPRA websites for preliminary and preparatory work only and at the time of submission of the bid the said payment of **Rs. 1000/- (non-refundable)** will have to be paid to PQA in shape of pay order in favour of Port Qasim Authority. The bidders will have to submit their bids through e-pads also.

3. Bidders shall submit Bids according to Single Stage – Two Envelopes Procedure under Rule 36 (b) of Public Procurement Rules-2004. The Bid will comprise of a single package containing two separate envelopes. Each envelope shall contain separately the "Technical Proposal"/Proforma with prequalification documents and "Financial Proposal". Bids are to be submitted with Bid Securities (Earnest Money) in the form of Pay Orders in favour of Port Qasim Authority amounting to Rs. 100,000/- (Rupees One Hundred Thousand only) issued by a Pakistani schedule Bank AA rating located in Karachi, Pakistan along with the Technical Proposals. Bids submitted without bid security shall be rejected. Bids must reach to the office of Director (Environment & Safety), Port Qasim Authority on or before 25th June 2024 at 1200 hours. Technical proposals only shall be opened on the same day at 1230 hours.

4. The Financial Proposals of the technically qualified Bidders shall be opened in the presence of the Bidders or their authorized representatives who may wish to attend on the date, time and venue to be intimated later. The Financial Proposals of technically non-qualified bidders shall be returned unopened.

5. Port Qasim Authority reserves the right to accept or reject any or all bids as per PPRA-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all bidders.

  
SECRETARY

PQA Website : [www.pqa.gov.pk](http://www.pqa.gov.pk)  
Email: [secretary@pqa.gov.pk](mailto:secretary@pqa.gov.pk)



**PORT QASIM AUTHORITY**  
BIN QASIM, KARACHI-75020

GATEWAY TO NATIONAL PROSPERITY

No. PQA/E&S/FFS/441/2020  
Dated: May, 2024

**INSTRUCTIONS TO BIDDERS**

Port Qasim Authority invites sealed bids from the Manufacturers / distributors / suppliers / contractors etc., registered with Income Tax & Sales Tax Department and on Active Tax Payer List (ATL) of FBR and also registered with PPRA on E-PADS for Supply of Uniform and allied items for Fire Fighting Staff of Environment & Safety Department detail as here under.

S.#	DESCRIPTION OF ITEMS	A/C UNIT	QTY	UNIT PRICE	TOTAL PRICE WITHOUT GST (A)	GST (B)	GRAND TOTAL (A+B) With GST
01.	Bush Coat Pant Khaki (A-1 Quality)	Pair	32				
02.	Bush Coat Pant Navy Blue (A-1 Quality)	Pair	128				
03.	Safety Shoes with Steel Toe Leather Hi-quality	Pair	80				
04.	Towel White (Full Size)	NO	160				
05.	Soap Life Buoy (Full Size)	NO	480				
06.	Shoe Polish Kiwi Brown and Black 40 ml	NO	480				
07.	Polish Brasso 200 ML Reckit & Colman Imported or Equivalent	NO	480				
08.	Thick Lanyard	NO	80				
09.	Shoulder Badge for staff	Pair	78				
10.	Shoulder Epaulette for FFO	Pair	2				
11.	Red Barret Cap with Badge for staff A-1 Quality	NO	78				
12.	P. Cap with PQA Monogram for FFO with Badge khaki/camel colour A-1 Quality	NO	2				
13.	Whistle Steel China A-1 Quality	NO	40				

14.	Socks Woolen Black Free Size A-1 Quality	Pair	80				
15.	Jersey Woolen Navy Blue 02 Pocket with shoulder Flap	NO.	80				

i. Bid Price without GST Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only)

ii. State the GST Rate in figures & words: \_\_\_\_\_

iii. Bid Price with GST Rs: \_\_\_\_\_ (Rupees \_\_\_\_\_ only)

2. Bids without earnest money will not be accepted.
3. In case if bids are not opened on the given date due to unavoidable circumstances the same will be opened on the next date of meeting of tender opening committee and the bidders will also be informed.
4. The method of procurement will be Single Stage two envelope procedure under Rule 36(b) of the Public Procurement Rules-2004.
5. Firm awarded the contract will be responsible to complete the supply as per Supply Order.
6. (i) Sealed bids from the distributors / suppliers / contractors etc. with quoted rates as per specification mentioned are to be submitted.  
(ii) In case of Authorized Distributors/Suppliers/Contractors etc. the accreditation will have to be submitted.
7. Rates quoted must be valid for 90 days from the date of opening of the bids.
8. Rates quoted should be on the basis of free delivery at Port Qasim Authority Environment & Safety Department Bin Qasim Karachi-75020 including all taxes and transportation charges. All delivery risks and consequences shall be of the bidders.
9. Hundred percent (100%) payment will be made on completion of full supply and submission of bill in triplicate, Account No., Name of the Bank to be indicated on the body of the bill to facilitate payment.
10. Liquidated Damages at the rate of 2% of the Contract Price per month to the maximum of 10% of the Contract Price will be recovered if supply is not made within the contract period.

11. All type of taxes including GST and professional Tax etc. will be borne by the bidders.
12. Local bidders registered with NTN & General Sales Tax Collectorate are eligible. Copy of the General Sales Tax Registration Certificate and Income Tax Certificate must be enclosed with the bids. Latest Taxpayer Online Verification by FBR has to be submitted. Foreign tenders will have to comply with the relevant tax and other rules after the award of the Contract.
13. Interested bidder must have registration with PPRA on E-PADS (Mandatory requirement).
14. Earnest Money of the successful bidders will be released after satisfactory supply. Earnest Money of other bidders shall be released on issuance of Supply Order to the successful bidders.
15. Conditional bids will not be entertained.
16. The delivery / supply period is 60 days from the date of issuance of Supply Order.
17. Rates must be quoted for all the required items. If more than one quality of any items is quoted, rates shall be mentioned separately. The successful bidders will be considered on the basis of lowest evaluated bid **(AS PACKAGE)**.
18. The bidders shall provide the samples of products if demanded.
19. Total Bid Price inclusive of GST must be written in figures and words.
20. Bids and the attached necessary documents/brochures of offered items along with complete NIT must be signed and stamped on each page.
21. Bidders should unconditionally sign, stamp and submit the copy of the complete NIT/Instructions to Bidders.
22. If any bidder fail to submit or comply with above, their tender / quotation will be treated as NON-RESPONSIVE.
23. Sub-standard items will be rejected and returned at the expense of bidder / authorized distributor.
24. The proposal for award will be rejected if it is determined that the contactor/bidder recommended for award has been engaged directly or through an agent, in corrupt, fraudulent, collusive or coercive, practices, as defined in the PPRA - Rules 2004 while competing for the contract in question.
25. Port Qasim Authority reserves the right to accept or reject any or all tenders / quotations as per PPRA-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all tenderers.

**SECRETARY, PQA**

PQA Website : [www.pqa.gov.pk](http://www.pqa.gov.pk)  
Email: [secretary@pqa.gov.pk](mailto:secretary@pqa.gov.pk)



## EVALUATION CRITERIA FOR

### SELECTION OF FIRMS / CONTRACTORS FOR SUPPLY OF UNIFORM & ALLIED ITEMS FOR FIRE FIGHTING STAFF OF ENVIRONMENT & SAFETY DEPARTMENT

#### MANDATORY REQUIREMENTS (with supporting updated documents)

- 1- Proof of Registration in Income Tax and Sales Tax Departments.
- 2- Proof of Active Tax Payer List (ATL)
- 3- Proof of Registration with PPRA on E-PADS
- 4- Audited financial statements of last three years must be provided.

**Note:** (Non-provision of any one of above shall dis-qualify the firm at initial stage)

S. #	REQUIREMENT	MAX. POINTS	POINTS OBTAINED
1.	<p><b><u>Establishment of firm</u></b> (Documentary proof required)</p> <p> <input type="checkbox"/> One (01) year ----- 04 pts.  <input type="checkbox"/> Two (02) years ----- 08 pts.  <input type="checkbox"/> Three (03) years ----- 12 pts.  <input type="checkbox"/> Four (04) years ----- 16 pts.  <input type="checkbox"/> Five (05) years &amp; above ----- 20 pts.                 </p>	20	
2.	<p><b><u>Firms capacity to supply similar nature items to reputable organization:</u></b> (Documentary proof required)</p> <p> <input type="checkbox"/> Minimum two Supplies ----- 05 pts.  <input type="checkbox"/> Minimum three Supplies ----- 10 pts.  <input type="checkbox"/> Minimum four Supplies ----- 20 pts.  <input type="checkbox"/> Minimum five Supplies ----- 30 pts.  <input type="checkbox"/> Minimum Six Supplies &amp; above ----- 40 pts.                 </p>	40	
3.	<p><b><u>Financial Soundness based on last three years average:</u></b></p> <p> <b><u>Turn Over:</u></b>  <input type="checkbox"/> 10 Points for Rs. 10 Million Annual turnover (Min pts. 10)  <input type="checkbox"/> 01 point for every additional Rs. 05 Million (Max pts. 03)                 </p> <p> <b><u>Net Worth:</u></b>  <input type="checkbox"/> 05 Points for Rs. 07 Million Net Worth (Min pts. 10)  <input type="checkbox"/> 01 Point for every additional Rs. 05 Million (Max pts. 03)                 </p> <p> <b><u>Working Capital:</u></b>  <input type="checkbox"/> 05 Points for Rs. 05 Million Working Capital (Min pts. 10)  <input type="checkbox"/> 01 Point for every additional Rs. 02 Million (Max pts. 04)                 </p>	40	
<b>Total</b>		<b>100</b>	

**Note:** Minimum qualifying marks are 70 out of 100