

Pakistan International
Procurement Logistics & FOOD SERVICES
DEPARTMENT
1st Floor PL&F Bldg
Technical Commercial Purchases
Head Office, Karachi Airport
Karachi – Pakistan
Ph: 0092-21-99043048
Fax: 0092-21-4570120
E-mail: khijzpk@piac.aero

INVITATION AND INSTRUCTIONS TO TENDERERS

Ref: MPT (C) PVC/11

Date: April 8, 2011, 2011

M/S _____

SUBJECT: PVC
Dear Sir,

We are pleased to invite your sealed tenders for the requirements listed in the attached schedule(s). In case of more than one schedule separate tender for each schedule should be furnished. The terms & conditions of the tender / supplies are given below:-

A). SUBMISSION OF TENDER

1. You are required to send your tenders enclosed in a Single Package but must contain two envelopes duly marked as "Technical Proposal" and "Financial Proposal" addressed to General Manager Procurement, PIA Procurement Logistics & Food Services Building, latest by May 09, **2011**. The tenders may be dropped in the tender box marked "Tender Box Commercial Purchase" placed at the entrance of the PIA Procurement & Logistics Building latest by **10:30 hours** on the specified date. You may also send your tenders through reputable courier service addressed to General Manager Procurement Technical, which must reach before the closing date and time mentioned above. Technical Bids will be opened at **11:00 hours** on the same day in the presence of tenderers.
2. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for postal delays. The decision of General Manager Procurement Technical in this respect shall be final and binding.

B). SINGLE STAGE – TWO ENVELOP BIDDING PROCEDURE WILL BE FOLLOWED, WHICH IS AS UNDER: -

- The Bid submitted shall comprise of a Single Package containing two envelopes each envelope shall be marked and will contain 'FINANCIAL' & 'TECHNICAL' Proposal.

C). EARNEST MONEY

Each Financial Proposal must have 2.0 % Interest free Earnest money (in shape of Pay Order / Bank Guarantee in the name of M/S.PAKISTAN INTERNATIONAL AIRLINES) of the total Bid value. This amount is refundable after finalization of subject Tender. The information regarding Earnest Money (without mentioning the amount) should be available with Technical Proposal. All Local tenders without Earnest Money shall not be considered.

Note: All Tenders directly received from International Suppliers /vendors are exempted from Earnest Money.

- ❑ On the given tender opening date only "Technical Proposal" will be opened in the presence of tenderers available.
- ❑ The 'Financial Proposal' shall be shown to the parties but will be retained with PIA without being opened.
- ❑ After Technical Evaluation of the received 'Technical Proposals', Financial Proposals of the parties whose "Technical Proposal" have been found acceptable will be opened publicly at a date, time and venue to be announced and will be communicated to the bidders in advance.
- ❑ Financial Proposals of the technically non-responsive bids shall be returned unopened to the respective bidders.

D). PREPARATION OF TENDER – FINANCIAL PROPOSAL – SCHEDULE – 'A'

- ❑ All information about the material proposed to be supplied must be given as required in the schedule to tender.
- ❑ These tender forms are non-transferable i.e. only those parties who purchased the tender documents will be allowed to participate.
- ❑ 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 procurator.
 - d) As secretary, Manager, Partner, etc., or their attorney in case of firms registered under Partnership Act.

- e) The Tenderer must indicate whether its firm / company / organization etc is registered with PIA or not. If registered then specify PIA Registration number.

E). PRICES

- a) The Prices quoted must be FOB FRA/CDG/LHR/HKG/SIN/DXB/JFK/NYC/SIN or CIF Karachi Pakistan basis (Incoterms 2000) 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) Offers must be valid for at least 90 days (extendable).

F). TECHNICAL PROPOSAL:

PIA's requirement with Technical Specifications is given in schedule 'B' & samples must be provided accordingly, its mandatory requirement.

Please give all the required technical details of the services / items offered by you, supported with technical literature, brochures, drawings, pictures, clients list etc.

For PAKISTAN INTERNATIONAL AIRLINES

GM (PROCUREMENT)

Enclosed:

- a) **Technical Specifications.**
- b) **General Terms & Conditions.**

Summary of Technical Specification.**SPECS FOR PVC P/N 497B6483:**

BITIFLEX AVM “282” BAC50438 OPUS BLUE CLOR LAS VEGAS
NONTILE SIZE 1.50 MTR WIDTH 30MTR LENGTH.

General Terms & Conditions

1. For Local Supplier
 - a. Participant must be an authorized dealer and must annex the copy of authorization from the principal.

- b. Participant must be registered with Sales Tax authorities & GST No. must be quoted.
 - C. Income tax will be deducted at source.
 - d. Successful bidders shall also be required to submit professional tax. / NOC
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- 2. Guarantee & Warrantee (If any) must be provided.
 - 3. All participants are required to mention all taxes separately.
 - 4. Payment terms are net thirty days.
 - 5. Quotation must be valid for at least 90 days (extendable)
 - 6. PIA can accept or reject any or all bids as per PPRA rules.

Tenderer’s Signature:_____

Designation _____

Address: _____

Seal _____