

**TENDER NOTICE****Hiring the Services of Qualified Audit Organization for Conducting  
Basic Aviation Risk Standards (BARS) Re-Certification Audit**

Pakistan International Airlines (PIA), The National Flag Carrier of Pakistan, intends to renew its Basic Aviation Risk Standard (BARS) Registration/Re-certification of Flight Safety Foundation.

For the Renewal/Re-certification of Basic Aviation Risk Standard (BARS) of PIA, proposals are invited from internationally acclaimed, accredited and reputable auditing organizations/firms to audit PIA. The selected Audit Organization (AO) shall be pre-qualified for conducting Two (02) consecutive BARS Renewal/Re-certification audits of PIA as due.

Tenders are called on “Single Stage Two Envelope” basis.

Bids must reach at address given below on/ before **June 30, 2014** till **10:30 Hrs (PST)**.  
Technical proposals will be opened on same date at **11:00 Hrs (PST)**.

For any query, please feel free to contact.

General Manager (Procurement & Logistics)  
Pakistan International Airlines  
Procurement and Logistics Building  
PIA Head Office, Karachi.  
Ph: +92-21-9904 5135, 9904 3081, 9904 5379  
Email: [gmptnl@piac.aero](mailto:gmptnl@piac.aero)  
[dgmppc@piac.aero](mailto:dgmppc@piac.aero)  
[contract.administration@piac.aero](mailto:contract.administration@piac.aero)

REF: DGMPC/BARS-Re-Validation/14

**Hiring the Services of Qualified Audit Organization for Conducting  
Basic Aviation Risk Standards (BARS) Re-Certification Audit**

M/S \_\_\_\_\_

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Sub: **Hiring the Services of Qualified Audit Organization for Conducting  
Basic Aviation Risk Standards (BARS) Re-Certification Audit**

Dear Sirs,

We are pleased to invite your sealed tenders for the item mentioned above. 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 addressed to Deputy General Manager, Purchases Commercial, PIA Procurement & Logistics Building JIAP Karachi latest by **30-06-2014 till 1030 Hrs.** The tenders may be dropped in the tender box marked as “Tender Box Commercial Purchases” 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 registered A/D mail addressed to Dy. General Manager Purchase Commercial, which must reach before the closing date and time mentioned above. Tenders will be opened at **11:00 hours** the same day in the presence of bidders.
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 P&L in this respect shall be final and binding.

**B) PREPARATION OF TENDER      “Single Stage Two Envelope Basis”**

- The BID (Tender) submitted shall comprise of a single package containing two envelopes, each envelope shall be marked and will contain “FINANCIAL” and “TECHNICAL” proposal.
- 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 will be opened publicly at the date, time & venue to be announced and will be communicated to the bidders in advance.
- PIA will open the “Financial Proposals” publicly of the parties whose Technical Proposals have been found acceptable.

- Financial Proposals of the technically non-responsive bids shall be returned *un-opened* to the respective bidders.

**C) PREPARATION OF TENDER - TECHNICAL PROPOSAL:**

All mandatory requirements are given in the schedule.

Please give all the available technical details of the items offered by you, supported with the technical literature, brochure, drawings and pictures, client list details, authorization certificates etc.

BIDS / Tenders / Technical Proposal received shall be evaluated in accordance with the given technical specifications.

**D) PREPARATION OF TENDER - FINANCIAL PROPOSAL:**

The tenders should be enclosed in double cover. The inner cover should be sealed having enclosed the following documents:

a) Schedule "A" duly filled in, signed and sealed.

- The outer cover should bear address of the Dy. General Manager (Commercial), PIA P&L Building, Karachi Airport and reference number of the tender with opening date of tender.
- All information about the proposal to be submitted must be given as required in the schedule to tender.

**E) PRICES**

- a) The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order / Contract.
- b) The Prices must be stated both in words and figures. Additional information, if any must be linked with entries on the Schedule to Tender.
- c) Offers must be valid for 90 days.

**(F) Important Note:**

All the bidders should submit complete tender document signed & stamped by their company.

**DGM Purchase Commercial**

**Enclosed:** Schedule "A"  
Term of Reference  
Evaluation Criteria  
Integrity Pact

TENDER SCHEDULE "A"

<u>S.No.</u>	<u>Description</u>	<u>Rate (USD)</u>	<u>Value (USD)</u>
01	Hiring the Services of Qualified Audit Organization for Conducting Basic Aviation Risk Standards (BARS) Re-Certification Audit		

Attention:-

Non compliance to the conditions mentioned below at Serial No. 1 to 4 will render the quotation for rejection at the time of opening of tenders.

## Broad Terms and Conditions of Tender:-

1. Rates must be quoted in words and figures both inclusive of all taxes, charges, duties, expenses to be borne by the bidder.
2. Offer must be firm and final and valid for 90 days.
3. Incomplete, mutilated offer are liable for rejection.
4. PIA will have the right to visit the facility / premises of the tenderer or call for any further documents to establish the capability of firms to undertake this order/contract. PIA's decision in this regards shall be final will not be questioned in any court.

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 provision of above mentioned services are in terms of and subject to the terms and conditions of the tenders.

TENDERER'S SIGNATURE \_\_\_\_\_ DESIGNATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

Tel No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Email \_\_\_\_\_

GST No. \_\_\_\_\_ NTN NO. \_\_\_\_\_

SEAL \_\_\_\_\_

## Terms of Reference

### **1. Introduction**

Pakistan International Airlines (PIA), the National Flag Carrier of Pakistan, intends to renew its Basic Aviation Risk Standard (BARS) Registration/Re-certification of Flight Safety Foundation. For this purpose “sealed bids” are invited from the internationally acclaimed, accredited and reputable auditing organizations/firms to audit PIA.

### **2. Scope of the Bid**

The audit will cover all PIA’s operations in general and specially with respect to its ATR charter services.

### **3. Duration of the Contract**

The selected Audit Company (AC)/Audit Organization (AO) shall be pre-qualified for conducting Two (02) consecutive BARS Renewal/Re-certification audits of PIA as due.

### **4. Qualification of the Bidders**

- The Bidder must have an Approval/Accreditation/Recognition/Authorization from Flight Safety Foundation for conducting BARS audit.
- The Bidder must not be linked/associated with any commercial aviation concern/business.
- The Bidder must not have conducted more than 03 consecutive BARS audits of PIA.

### **5. Others Terms & Conditions**

- All travel, insurance, boarding & lodging, transportation expenses of the BARS auditors shall be borne by the Bidder/PIA as per the agreed terms & conditions laid down in the agreement.

### **6. Cost of the Bidding**

The bidder shall bear all costs associated with the preparation and submission of its bid and PIA will, in no case, be responsible or liable for those costs regardless of the conduct or outcome of the bidding process.

### **7. Technical Proposal**

The Technical Proposal should consist of and provide the following details:-

- a. Company Profile (along with copies of registration certificates and profile of at least three qualified and experienced auditors)
- b. Number of clients for BARS (attach list with contact details)
- c. Approval/Accreditation/Recognition/Authorization from Flight Safety Foundation for conducting BARS audit.
- d. Approval from IATA for conducting IOSA Audit (this will be considered as an added advantage)
- e. Earliest Availability of Audit Team (June – July 2014) for BARS Audit at Karachi, Pakistan.

**Technical Evaluation Criteria**

Sr. No.	Evaluation Criteria	Max. Points	Weight-age
01	An internationally acclaimed, accredited and reputable Audit Organization (AO) having Approval/ Accreditation/Recognition/Authorization from Flight Safety Foundation for conducting BARS audit.	05	50
02	Auditing Experience (Minimum 5 years)	05	10
03	Auditors' Profile/Qualification Matrix	05	10
04	Approval from IATA for conducting IOSA Audit	05	10
05	How soon can the selected Audit Organization (AO) conduct BARS audit of PIA	05	20
<b>Total Marks / Weight-age</b>		<b>25</b>	<b>100</b>

**8. Financial Proposal**

Financial proposal should consist of:

- a. Total cost to be charged from PIA for the accomplishment of BARS Audit (including all boarding lodging and travelling costs).

**9. Financial Evaluation Criteria**

The financial evaluation criteria will be based on least offer by the bidder for the auditing services, **all offers should be made in US Dollars.**

**10. Methodology for Assessing Lowest Bid**

Following methodology will be used for assessing the Lowest Evaluated Bid:

$$X = [(A/B) \times TEW] + [(C/D) \times FEW]$$

Where:

**X** = Net Outcome

**A** = Maximum points of Technical Criteria

**B** = Points obtained in Technical Criteria

**C** = Maximum points of Financial Criteria

**D** = Points obtained in Financial Criteria

**TEW** = Technical Evaluation Weight-age = 50%

**FEW** = Financial Evaluation Weight-age = 50%

**11. Tender Proceedings**

The procuring agency shall evaluate the whole proposal in accordance with the evaluation criteria and the bid found to be the lowest evaluated bid shall be accepted.

For Coordination and further details, if required on the scope of work, please contact Deputy General Manager Corporate Quality Assurance at Phone No. +922199044707 or email [pkquality@piac.aero](mailto:pkquality@piac.aero).

## INTEGRITY PACT / DISCLOSURE CLAUSE

**(To be submitted on Company's Letterhead)**

Declaration of Fees, Commissions and Brokerage Etc. Payable by the Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services & Works \_\_\_\_\_ the 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.