

REQUEST FOR QUOTATION

PUNJAB INDUSTRIAL ESTATES DEVELOPMENT AND MANAGEMENT COMPANY



PROCUREMENT OF AIR CONDITIONERS

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PUNJAB INDUSTRIAL ESTATES DEVELOPMENT AND MANAGEMENT COMPANY

REQUEST FOR QUOTATION (RFQ) FOR SUPPLY OF AIR CONDITIONERS

Table of Contents

1.	Invitation for Bid	3
2.	Eligibility Criteria	3
3.	Terms & Conditions	4-7
4.	Technical Proposal	8
5.	Vendor Detail	9
6.	Delivery Schedule	10
7.	Documents Checklist for Vendor.....	11
8.	Evaluation Criteria	12
9.	Financial Proposal	13

INVITATION FOR BID

1. Punjab Industrial Estates Development and Management Company (PIEDMC) invites sealed bids from Manufacturers / Authorized Dealers / Suppliers(Firms) duly registered with FBR for Income Tax & Sales Tax and having their names on the active tax payers list, for the purchase of Air Conditioners as per specifications, on Single Stage Two Envelopes procedure as per PPRA Punjab Rules 2014.
2. A complete set of Bidding Documents may be purchased by an interested eligible bidder on submission of a written application to PIEDMC upon payment of a non-refundable fee of Rupees 500/-. Interested eligible bidders may download the bidding document from PIEDMC & PPRA websites, however, at the time of opening of bids the said bidders have to submit pay order / bank draft of the same amount payable in favour of Punjab Industrial Estates Development and Management Company otherwise their proposal will not be accepted.
3. All bids accompanied by a Bid Security of 5% of estimated value i.e. Rs. 45,000/- must be delivered to PIEDMC at or before **11:00A.M.** by **13th June 2022**. Bids will be opened at **11:30 AM** on the same day in the presence of bidders' representatives who choose to attend, at the same address.

ELIGIBILITY CRITERIA

The bidders must fulfill the following criteria in order to be eligible for the bidding process:

1. Company / Firm / Supplier must be registered under the laws of Pakistan
2. Must have National Tax Number & Sales Tax Number and should be on Active Tax Payers List
3. Proof of financial soundness of the firm and bank statement for the last two years
4. Non-Blacklisting Certificate on Stamp Paper of Rs.100/-

TERMS & CONDITIONS

1. General:

- 1.1 Any offer not received as per terms & conditions of the given tender requirements is liable to be ignored. No offer shall be considered if:
 - a) Received without bid security
 - b) It is received after the time and date fixed for its receipt
 - c) Not signed & stamped by authorized person on each page of tender documents.
 - d) The offer is ambiguous
 - e) The offer is received by fax or email
 - f) The offer is from a black listed firm
 - g) Offer received with shorter validity than required i.e. 90 days
 - h) The offer is not conforming to specifications indicated in the tender documents
 - i) The offer / quoted rates are furnished other than the tender documents
 - j) Any additional terms & conditions added by the bidder
 - k) Any conditional offer
- 1.2 Only Income & Sales tax registered firms / companies are eligible to participate in the tender.
- 1.3 Bid will remain valid for a period of 90 days from the date of the opening of tender.
- 1.4 The cover envelope must indicate particulars of tender and date of opening. The envelope must be properly sealed.
- 1.5 Bidders have to participate for all items. However, purchase order will be issued to the technical responsive lowest evaluated bidder.
- 1.6 The bidder must indicate their National Income Tax No. / Sales Tax No.
- 1.7 Offered rates will be on the basis of complete delivery with all accessories + installation and testing 04 ACs at PIEDMC Head Office Punjab Industrial Estates Development & Management Company Sundar Industrial Estate, Commercial Area North, Sundar- Raiwind Road, Lahore and 03 ACs at PIEDMC City Office, 169/S Quaid-e-Azam Industrial Estate, Kot Lakhpat Lahore.
- 1.8 Offered rates must be inclusive of all applicable Govt. taxes.

2. **Time Period:**

The successful bidder will have to complete the supply within 10 days of the date of issuance of Purchase Order.

3. **Extension of Delivery Period:**

In special circumstances, request for extension of delivery period may be considered by the Competent Authority on the written request of the firm before the target date of supply. The Procuring Agency will be authorized to either accept or reject the request of bidder without assigning any reason.

4. **Cancellation / Penalty of Delay:**

4.1 In case, successful bidder fails to execute the contract in accordance with the terms & conditions laid down in the tender document, bid security will be encashed.

4.2 The goods will be inspected by the Procuring Agency through authorized personnel and will be rejected, if not found according to the given specifications and the Procuring Agency will not be responsible for any costs or expenses incurred by the vendor in connection with the supply of goods.

5. **Payment to the Contractors:**

5.1 Payment will be made through crossed cheque to the bidder against invoice after 100% completion of satisfactory supply, installation and testing of goods. No payment will be made in advance.

5.2 Payment against partial supply of goods will not be made.

6. **Bid Security:**

6.1 Bid security Rs. 45,000/- which is 5% of estimated cost will have to be attached along with financial bid. It should be in the form of Bank Guarantee / CDR from a scheduled bank in favour of Punjab Industrial Estates Development & Management Company (PIEDMC).

6.2 Bid security of unsuccessful bidders shall be returned on the finalization of the tender whereas the bid security of successful bidder shall be refunded on receipt of complete delivery of demanded articles as per purchase order.

6.3 The bid security shall be forfeited if:

- i. The offer is withdrawn, amended or revised.
- ii. The bidder fails to execute the contract / supply the goods strictly in accordance with terms and conditions of tender document.

7. **Deduction of Taxes:**

Any taxes (if applicable) will be deducted while making payment as per Government Rules / Instructions/ Notifications. Bidder will be responsible for the payment of duties, levies and clearance from customs authorities etc. if needed.

8. **Dispute:**

In case of any dispute before or after the execution of contract, matter will be resolved as per PPRA Rules – 2014 (amended up to date)

9. **Technical Evaluation Criteria:**

- 9.1 NTN & GST registration is mandatory and should be active tax payer
- 9.2 Required technical specifications of the equipment are satisfactory.
- 9.3 Only technically responsive bidders will be eligible for financial bid opening.
- 9.4 Order will be placed to technically responsive and lowest bidder.

10. **Financial Evaluation Criteria:**

- 10.1 The Financial Bids of technically responsive bidders will be opened in presence of bidder(s) representative(s).
- 10.2 The Least Cost Method will be adopted for financial evaluation.
- 10.3 The Financial Bids of technically dis-qualified/non-responsive bidder(s) shall be returned un-opened as per PPRA Rules.

11. **Bid / Tender Opening Procedure:**

- 11.1 As per PPRA Rules 2014, single stage two envelopes bidding procedure shall be adopted. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- 11.1 The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters

- 11.2 Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened
- 11.3 The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened
- 11.4 The technical proposal shall be evaluated in a manner prescribed in advance, without reference to the price and any proposal may be rejected which does not conform to the specified requirements / specifications
- 11.5 During the technical evaluation no amendments in the technical proposal shall be permitted
- 11.7 The financial proposals of bids meeting the technical specifications shall be opened publicly at a time, date and venue announced and communicated to the Firms in advance

12 One Person One Bid:

- 12.1 In any procurement, one person or company may submit one bid and if one person submits more than one bid, the procuring agency shall reject all such bids
- 12.2 If a consortium of persons has submitted a bid in any procurement, it shall be construed that each member of the consortium submitted the bid

TECHNICAL PROPOSAL (SPECIFICATIONS)

S #	SPECIFICATIONS	
	1.5 Ton	2.0 Tons
1	<ul style="list-style-type: none"> • DC Inverter (Latest Technology- Production Year 2022, not below specification of Haier brand model 18HFCE) • Compressor (18000 BTU) • Inverter Technology • Heat & Cool • Complete Copper Wiring/ Coiling/Piping • Low Startup Voltage (150V-170V) <p><u>Warranties</u></p> <ul style="list-style-type: none"> ○ Kit - 4 Years ○ Compressor - 10 Years ○ Other parts 01 Year 	<ul style="list-style-type: none"> • DC Inverter (Latest Technology- Production Year 2022, not below specification of Haier brand model 24 HFCE) • Compressor (24000 BTU) • Inverter Technology • Heat & Cool • Complete Copper Wiring/ Coiling/Piping • Low Startup Voltage (150V-170V) <p><u>Warranties</u></p> <ul style="list-style-type: none"> ○ Kit - 4 Years ○ Compressor - 10 Years ○ Other parts 01 Year

Name of Firm

(Signature & Stamp)

VENDOR DETAILS

Name of Vendor

Office Address

Authorized Person

GST No.

NTN No.

Telephone No.

Mobile No.

Fax No.

Email

DELIVERY SCHEDULE

I, _____ (Name of Company
Owner/Authorized Person) hereby undertake to provide the full
consignment of quoted items on _____(Date of Delivery).

Name of Authorized Person

Signature and Stamp

Documents Checklist for Vendor

S #	Documents	Attached (Please Tick)
1	Authority letter to submit bid.	
2	Tender Fee	
3	CNIC copy	
4	Company Profile	
5	Company Turnover/Bank Statement 2 years	
6	Bid Security	
7	Technical Proposal (Specifications)	
8	Financial Proposal	
9	Legal Status Undertaking (Company is not blacklisted)	
10	Delivery Schedule Undertaking	
11	Vendor Details (NTN, GST certificates etc.)	

EVALUATION CRITERIA

SR. #	CRITERIA	MAX. MARKS	DESCRIPTION	DOCUMENTS REQUIRED
1.	Number of similar assignments successfully completed in last five years	25	01 Assignment = 5 Points 05 & more assignment = 25 Points	Proof Signed/ Stamped
2.	Certificate of incorporation/registration under the laws of Pakistan –Documentary proof/evidence required)	25	One complete year = 5 Points 05 years or more = 25 Points	Proof Signed/ Stamped
3.	Bank Statement	25	01 Million = 05 points 05 Million or More = 25 Points	Proof Signed/ Stamped
4.	Income tax paid (Return may also be attached)	25	01 year = 5 points 05 years or More= 25 points	Proof Signed/ Stamped
TOTAL MARKS = 100			MINIMUM PASSING MARKS = 65	

FINANCIAL PROPOSAL

S. No	Name of Article	Units/ Qty	Unit Price	GST	Unit Price with GST	Total Price
1.	ACs 2.0 Tons DC Inverter. Complete specifications are given in 'Technical Proposal (Specification)'	03				
2.	ACs 1.5 Tons DC Inverter. Complete specifications are given in 'Technical Proposal (Specification)'	04				
Grand Total Inclusive of all Taxes						

Name of Firm

(Signature & Stamp)