



**PAKISTAN INDUSTRIAL
DEVELOPMENT CORPORATION
(PIDC)**



BIDDING DOCUMENTS

FOR

**Supply and Installation of PPEs & Automatic Fire
Extinguishers for PIDC Regional Office Building at
PIDC building Islamabad**

Procurement No: PIDC/Tender/Tech/027
December 2024



PAKISTAN INDUSTRIAL DEVELOPMENT CORPORATION (PIDC)



INVITATION TO BIDS (PROCUREMENT OF MISCELLANEOUS WORKS FOR PIDC REGIONAL OFFICE AT PIDC BUILDING F-5/1 ISLAMABAD)

1. Pakistan Industrial Development Corporation (PIDC) invites fire protection equipment's bids from interested firms/bidders/service providers as per PPRA Rules, 2004 (Amended till date) having relevant expertise and actively registered with Federal and provincial Tax departments for the following scope of works under **Single Stage One Envelope procedure**.

S. No.	Name of Work	Bid Security (Refundable)
1	Supply & Installation of PPEs & Automatic fire Extinguishers for PIDC Office Building at PIDC Building F-5/1 Islamabad	PKR 40,000/-

2. The Bidding documents for each tender, containing detailed requirements, terms & conditions, for the registered bidders on EPADS and can be downloaded from EPADS (<https://eprocure.gov.pk>) or PPRA website or PIDC's website (www.pidc.com.pk), free of cost.
3. The Bids should be accompanied by bid security (as mentioned above) in shape of either pay order / demand draft in favor of the Pakistan Industrial Development Corporation. (Pvt.) Ltd. Scanned copy of Bid Security, for the respective work, will be submitted; however, the original bid security shall be submitted to PIDC on the address given below before the deadline of submission
4. **Eligibility / Mandatory Criteria:**
 - a) The firms/bidders/service providers must be registered with PPRA EPADS (<https://eprocure.gov.pk>).
 - b) The bidder should be Active Tax Payer with Federal and provincial Tax departments.
 - c) Experience in similar nature of works (details are mentioned in bidding documents).
 - d) Bidder must not be Blacklisted & not in litigation with any Govt. organization on any project.
5. Interested bidders are requested to submit their bids electronically through PPRA EPADS and one original hard copy on or before **23rd December 2024** till **1100 hours** to below mentioned address. The bids will be opened through PPRA EPADS on the same day at **11:30 hours**. Delayed/conditional/telegraphic Bids will not be entertained.
6. The procurement agency reserves the right to accept or reject any or all bids as per PPRA rules.

Deputy General Manager - PIDC

Pakistan Industrial Development Corporation (Pvt.) Ltd.,

PIDC Building, Plot#13, F-5/1, Regional Office

Islamabad

Telephone: 051-9208904-5, 9208909

Web: www.pidc.com.pk

TERMS OF REFERENCE

Pakistan Industrial Development Corporation (Pvt) Ltd. intends to procure Fire Safety equipment for PIDC Regional Office Islamabad. Bids are invited for the below-mentioned items on a Single stage single envelope procedure from eligible bidders (authorized dealers/ distributors/ suppliers) registered with relevant Income Tax and Sales Tax Departments/ holding NTN for the supply of the following brand-new Fire Fighting equipment. “Most Advantageous Bid” will be considered after due process of evaluation.

1. Personal Protective equipment’s (PPEs) and Automatic Fire extinguishers

S.No.	Description	Qty
01	<u>AUTOMATIC FIRE EXTINGUISHER</u> Supply and fixing of 06 KG Halotron Automatic Fire Extinguisher (Imported) complete in all respect and as directed by Engineer.	08 Nos.
02	<u>AUTOMATIC FIRE EXTINGUISHER</u> Supply and fixing of 06 KG DCP Automatic Fire Extinguisher (Imported) complete in all respect and as directed by Engineer.	18 Nos
03	<u>SAFETY HELMET</u> Safety helmet V-Gard HDPE C/W with push key suspension with chin strip. Color: Red	6 Nos
04	<u>ALUMINIZED SAFETY GLOVES</u> Aluminized Molten Metal and Heat-Resistant Safety Gloves	06 Nos
05	<u>FIRE BLANKET</u> Fire Blanket 1.2x1.8, made of two Layers of Woven Fiberglass Fabric with an inner layer of Fire-Retardant film	06 Nos
06	<u>HALF FACE MASK</u> Half Face Mask (Reusable respirator Medium) with Gas & Vapor filter ABEK1 protection against organic vapor, inorganic vapors, acid gases, ammonia and its derivatives.	06 Nos
07	<u>GUM BOOT</u> Rubberized Long Boot for Water & Electric Environment. Black PVC upper Black Sole, Steel Toe Cap and Steel Plate Midsole, Outsole Acid, Alkali, Oil, Erode, slip & Abrasion Resistant, Fall & Puncture Resistant suitable for Fire Fighting etc.	06 Nos
08	Axe with rubberized handle 18-inch length	06 Nos
09	Cabinet 1’6’’x2’x10’’ with 02 compartments having Glass Front Door, Lock & Key, 18 SWG of good quality.	06 Nos
10	Cabinet 4’x3’x12’’ with 02 Compartments movable or Floor Standing having Glass Front Doors, Lock & Key, 18 SWG of good quality	01 No

1. Scope of Work and Source of Funds: -

Supply & Installation of Fire Safety Equipment for PIDC Regional office F-5/1 Islamabad.

Only brand-new equipment's to be proposed. Refurbished, Grey, smuggled or expired warranty products will be not accepted in any case.

PIDC arranged funds from its own source.

2. Location of Delivery: -

PIDC Regional Office at F-5/1 Islamabad.

3. Name of the Procuring Agency and address:

Pakistan Industrial Development Corporation (Pvt.) Ltd.

PIDC Building, Plot#13, F-5/1, Regional Office

Islamabad

Telephone: 021-9208904-5, 9208909

Web: www.pidc.com.pk

4. Method of selection: "Single Stage One Envelop Procedure". The "Most Advantageous Bid" will be selected after evaluation of bids.

5. Currencies of Bid: -

All prices should be quoted in Pak Rupees and inclusive of all Government Taxes.

6. Language of Bid

The bid as well as all correspondence and documents related to the bid exchanged by a bidder and the Purchaser shall be written in the English language.

7. Bid Price: -

The price shall be in Pak Rupees and shall be fixed. The Bidder shall submit the Form of Bid using the form attached herewith. Prices shall be quoted entirely in Pak Rupees inclusive of all applicable taxes. The Bidder shall fill in the rate and prices for the required items, described in this document. All duties, taxes and other levies payable by the bidder shall be included in the rates, prices, and total bid submitted by the bidder. Cost for carriage/delivery shall be included in the rates while quoting final rate.

8. Bid Security: -

All bids must be accompanied by a Bid Security (refundable) of an amount not less than **Rs. 40,000/-** (Rupees Forty Thousand only) in the shape of a Pay Order / demand draft in name of Pakistan Industrial Development Corporation. All Bid securities will be returned to non-eligible bidders after the announcement of the evaluation result, whereas the Bid security of the successful bidder will be returned, when the Bidder has furnished the required Performance Security and signed the Contract Agreement.

9. Bid Validity: -

Bid should remain valid for 90 days (Extendable) after the date of opening of bid.

10. Clarification of Bidding Documents: -

Any sort of clarifications can be obtained on or before five (05) days prior to bid submission date.

11. Deadline for Submission of Bids: -

- The Proposals must be submitted electronically EPADS (<https://eprocure.gov.pk>) not later than:

Date: 23rd December 2024 Time: 11:00 a.m.

For Manual submission, the Procuring Agency address is:

Pakistan Industrial Development Corporation (Pvt.) Ltd.,
PIDC Building, Plot # 13, F-5/1, Regional Office, Islamabad.
Telephone: 051-9208904-5, 9208909

Manual proposal of only those participants will be accepted who submit their bids through PPRA EPADS.

- If in any case/ scenario the last date of submission is declared a public holiday the next working day shall be considered the deadline for submission of bids.

12. Venue, time, and date of Bid Opening: -

Bids will be opened on the same day **23rd December 2024 at 11:30 am** through EPADS in the presence of Procurement Committee and bidders who opt to participate at the following venue, Pakistan Industrial Development Corporation (Pvt.) Ltd.,

Pakistan Industrial Development Corporation (Pvt.) Ltd.,
PIDC Building, Plot # 13, F-5/1, Regional Office, Islamabad.

13. AWARD OF CONTRACT

The Purchaser/Employer will award the Contract to the Bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price.

14. Commencement Date: -

The date of issue of Purchaser / Employer Notice to Commence.

15. Time for Completion

The bidder/supplier shall commence the Works on the Commencement Date and shall proceed expeditiously and without delay and shall complete the Works within **15 days** after the award of contract.

16. Delivery: -

Delivery of all items must be made within 15 working days from date of issuance of purchase order/letter of acceptance and shall submit the following.

- i. Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- ii. Packing List identifying the contents of Supply;
- iii. Delivery note.

17. Terms of Payment

100% of the Contract Price shall be paid upon 100% delivery and installation of complete equipment and Inspection of committee.

Following documents will be submitted with invoice,

- (1) Delivery Challan.
- (2) Sale tax invoice.
- (3) Valid Professional Tax & Income Tax exemption Certificate (If applicable)

The payment will be made to the Bidder within 30 days of the receipt of original delivery challan(s) and invoice(s) in duplicate duly completed in all respect and signed and stamped by the Inspection Committee.

All taxes will be deducted from all the invoices as per prescribed law of Govt. of Pakistan.

18. Advance Payment: -

No advance payment will be made for any kind of invoice.

19. Inspections:

- i. After delivery of goods at the Employer/Purchaser's premises, the Employer/Purchaser shall inspect the quantity, quality, specifications of goods.
- ii. The Inspection Committee of PIDC will carry out detailed physical examination of equipment's and can reject, any item if found not according to the approved technical specifications etc. Moreover, the Supplier will also be responsible to replace the same without any further charges.
- iii. Inspection Committee issuance of Delivery Acceptance Certificate (DAC) to bidders after acceptance of goods.

20. Liquidated Damages

If the Supplier fails to deliver the goods or perform the services within the time period(s) specified in the contract, the Purchaser shall, without prejudice to its other remedies under the contract deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.1 percent of the Contract Price for each day of delay until actual delivery or performance, up to a maximum deduction of 10% of the Contract Price. Once the maximum is reached, the purchaser may consider termination of the contract.

ELIGIBILITY / QUALIFICATION CRITERIA

- a) Evaluation shall be based on the record / documentary evidence submitted by the bidder.
- b) Bids should be fully responsive to the technical specifications of the goods.
- c) Bids not accompanied by the Bid Security of required amount and form shall be rejected.

Sr. #	DOCUMENTS/REQUIREMENTS	ACTION TO BE TAKEN BY THE BIDDER
MANDATORY REQUIREMENTS/CRITERIA		
1	Authorization Letter for the Signatory of the Bidder on Bidder's Letterhead or duly Notarized Power of Attorney on Stamp Paper.	Mandatory
2	Valid Bid Security as described in the tender documents shall be provided by the Bidder as a mandatory requirement. (Scanned Copy to be uploaded on EPADS and Original to be submitted to PIDC before Bid Submission Deadline)	Mandatory

3	An Affidavit on stamp paper of Rs. 100/- that the firm/Supplier is not blacklisted or in litigation by/with any public or private sector organization in Pakistan	Mandatory
4	NTN and GST Registration certificate	Mandatory

Final Evaluation

The decision of the Procurement Committee will be binding on all concerned and will in no case be challengeable at any forum.

Form of Bid

Date: _____

Bid Reference No. _____

(Name of Contract) To:

Gentleman,

We, the undersigned, declare that: (a) We have examined and have no reservations to the Bidding Document, including Addenda No.:

_____;

- (b) We offer to supply in conformity with the Bidding Document and in accordance with the Delivery and Completion Schedule, the following Goods _____;
- (c) The total price of our Bid, excluding any discounts offered in item (d) below is: _
;
- (d) The discounts offered and the methodology for their application are: _____
- (e) Our Bid shall be valid for a period of _____ days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) If our Bid is accepted, we commit to obtain a Performance Security in the amount of _____ percent of the Contract Price for the due performance of the Contract;
- (g) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries _____;
- (h) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Document;
- (i) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the Purchaser;
- (j) The following commissions, gratuities, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract:

Name of Recipient	Address	Reason	Amount
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(If none has been paid or is to be paid, indicate “none.”)

- (k) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
- (l) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- (m) We agree to permit the Purchaser or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the Bank.

Name _____

In the capacity of _____

Duly authorized to sign the Bid for and on behalf of _____

Signed

Date

Witness:

Name: _____

Signature: _____

Address: _____

Bill of Quantities (BOQ)

S.No	Description	Qty	Unit Price	Total Amount
01	<p><u>AUTOMATIC FIRE EXTINGUISHER</u></p> <p>Supply and fixing of 6KG Halotron Automatic Fire Extinguisher (Imported) complete in all respect and as directed by Engineer.</p>	08 Nos.		
02	<p><u>AUTOMATIC FIRE EXTINGUISHER</u></p> <p>Supply and fixing of 6KG DCP Automatic Fire Extinguisher (Imported) complete in all respect and as directed by Engineer.</p>	18 Nos		
03	<p><u>SAFETY HELMET</u></p> <p>Safety helmet V-Gard HDPE C/W with push key suspension with chin strip. Color: Red</p>	6 Nos		
04	<p><u>ALUMINIZED SAFETY GLOVES</u></p> <p>Aluminized Molten Metal and Heat-Resistant Safety Gloves</p>	06 Nos		
05	<p><u>FIRE BLANKET</u></p> <p>Fire Blanket 1.2x1.8, made of two Layers of Woven Fiberglass Fabric with an inner layer of Fire-Retardant film</p>	06 Nos		
06	<p><u>HALF FACE MASK</u></p> <p>Half Face Mask (Reusable respirator Medium) with Gas & Vapour filter ABEK1 protection against organic vapour, inorganic vapours,</p>	06 Nos		

	acid gases, ammonia and its derivatives.			
07	<u>GUM BOOT</u> Rubberized Long Boot for Water & Electric Environment. Black PVC upper Black Sole, Steel Toe Cap and Steel Plate Midsole, Outsole Acid, Alkali, Oil, Erode, slip & Abrasion Resistant, Fall & Puncture Resistant suitable for Fire Fighting etc.	06 Nos		
08	Axe with rubberized handle 18-inch length	06 Nos		
09	Cabinet 1'6"x2'x10" with 02 compartments having Glass Front Door, Lock & Key, 18 SWG of good quality.	06 Nos		
10	Cabinet 4'x3'x12" with 02 Compartments movable or Floor Standing having Glass Front Doors, Lock & Key, 18 SWG of good quality	01 No		
Total Amount				
GST @18%				
Grand Total inclusive of all taxes				

FORM OF CONTRACT AGREEMENT

THIS AGREEMENT made on the _____ day of _____, 20____, between _____ of _____ (hereinafter “the Purchaser”), of the one part, and _____ of _____ (hereinafter called “the Supplier”), of the other part:
WHEREAS the Purchaser invited bids for certain Goods viz., _____ and has accepted a Bid by the Supplier for the supply of those Goods in the sum of _____ (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) The Purchaser’s Notification to the Supplier of Award of Contract (Letter of Acceptance);
 - (b) The Form of Bid and the Price Schedules submitted by the Supplier;
 - (c) Terms and Reference of Contract
 - (f) Appendices to Bid;
 - (g) Specifications;
 - (h) Drawings; and
 - (i) Any other Item

This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

3. In consideration of the payments to be made by the Purchaser to the Supplier as indicated in this Agreement, the Supplier hereby covenants with the Purchaser to provide the Goods and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS the parties hereto have caused this Agreement to be executed in accordance with the laws of _____ on the day, month and year indicated above.

Signature of the Supplier

Signature of the Purchaser

(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness

(Name, Title and Address)

(Name, Title and Address)