

REGISTERED/IMMEDIATE

Heavy Industries Taxila
Marketing & Procurement
Directorate (CP Branch)
Taxila Cantt, Pakistan
Tel : 051- 9315029
Fax : 051-9315029
5096/IT-3031/18-19/CP/TMF/Proc
12 March 2019

To: M/s _____

Subject: **Tender Inquiry - FOR**

1. You are requested to please forward your offer for the following:-

Ser	Part No and Nomenclature	A/U	Qty
a.	Procurement of Welding Trollies	Sets	28 Details as per Annexure-'A'

Instructions to Bidders

2. Rates will be quoted on FOR Taxila Cantt basis. Offer best competitive price while submitting your quotation.
3. Over writing and cutting of any nature in the quotation will not be accepted.
4. Part-I and Part-II quotations will be enclosed in separate sealed envelopes for each tender inquiry. For identification purpose, the words "TECHNICAL QUOTATION PART-I WITHOUT PRICE" and COMMERCIAL QUOTATION (PART-II) WITH PRICE" shall be written in BLOCK CAPITAL LETTERS on the respective sealed envelopes which will be placed in a large envelope bearing complete details of the tender inquiry as under :-

BID**REGISTERED**

TENDER INQUIRY NO. 5096/IT-3031/18-19/CP/TMF/Proc DATED 12 MARCH 2019

TO BE OPENED ON 1100 HOURS ON 28 MARCH 2019

To: ASSISTANT DIRECTOR (PROCUREMENT) HEAVY INDUSTRIES TAXILA
GATE NO.1, HRF (T),

FROM: M/s _____

5. **Delivery of Tender.** The tender/bid will be enclosed in a sealed envelope which will be invariably marked with "Bid against Tender Inquiry No **5096/IT-3031/18-19/CP/TMF/Proc dated 12 March 2019** and complete address. The tender if brought by hand, will be handed over to security staff on duty at Heavy Rebuild Factory HRF (T) Gate No.1 for placing the same in the bid box (available at the gate). The bid will not be brought by hand by any firm

while visiting the office of Assistant Director (Procurement). Moreover if required endorsements are found missing, the bid will be liable for rejection.

6. The bid must be dropped in the bid box, latest by 1030 hours on 28 March 2019, at Heavy Rebuild Factory HRF (T) Gate No.1. The bid will be opened same day at 1100 hours in the presence of the available representative of the firms in Heavy Industries Taxila. No bid will be entertained / considered after **1030 hours**, on the aforementioned date.

7. All papers must be signed and stamped and items not quoted / quoted must be mentioned clearly.

8. All clauses/terms mentioned in this inquiry will be considered accepted by the bidding firms, even if no reference to them is given in the respective offers.

9. **Postal Order for Rs. 200/-** (Rupees Two Hundred) in favour of MD Tank Manufacturing Factory, HIT Taxila Cantt, will invariably be enclosed with the offer, failing which the bid will be ignored.

10. Firms are instructed NOT to send Telex and Fax bids. Such bids/offers would not be accepted.

11. Please confirm receipt of the tender inquiry immediately and also intimate your participation or otherwise in this tender inquiry. In case any firm does not wish to bid, then it should return the tender inquiry documents at the earliest.

12. HIT reserves its right to cancel the bidding process with reason but without any obligation to justify such a reason.

13. The store are required to be delivered at TMF Taxila Cantt within 02 months from the date of signing of the contract.

14. The offered price quoted must be firm, final and inclusive of all taxes, packing, handling charges etc and delivery at HIT Taxila cantt.

15. **Offers must remain valid for 180 days** from the date of opening of the tender.

16. The store will be packed in standard grade, worthy of transportation by the means adopted.

17. This inquiry may not be taken as an indication of subsequent supply order and does not in any way commit HIT to purchase the items offered.

18. Warranty period will be 1 year from the date of issuance of CRV of the stores.
19. In case of failure to supply the stores within the stipulated periods, liquidated damages at the rate of 2% but not less than 1% of amount involved per month and maximum value not more than 10% of contracted store value or a part there-of will be levied.
20. **Payment Terms**
- a. Payments will be made by either by CMA (DP), Rawalpindi or CMA (HIT) Taxila Cantt, through cheques against pre-receipted bills (duly affixed with revenue stamps) alongwith professional tax certificates (attested photocopies) of the suppliers after delivery and acceptance of stores.
 - b. Partial payments against partial deliveries will not be allowed.
 - c. The payment to the registered person is linked with active taxpayer status of the supplier as per FBR data base. If any registered supplier is not on active Taxpayer list, his / her payment will be stopped till he / she files his / her mandatory returns and appears on ATL of FBR.
21. HIT reserves the right to increase / decrease the quantity of items, placed on the tender without any reference to the firm.
22. The supplier shall furnish a 10% performance bank guarantee within one month from the date of signing of the contract from a scheduled bank in Pakistan against the total value of contract excluding taxes/duties. This bank guarantee must remain valid for 12 x months after the stores are put in operation. Bank guarantee will be released after completion of warranty period of store.
23. **All Firms participating in the tender will deposit 5% bid security of total quoted value in the shape of CDR / bank guarantee addressing to Director Marketing and Procurement Heavy Industries Taxila. The bid security will be provided by the firms in commercial envelope and clear mentioning of the same in the technical quotation will be ensured by the firms, failing which the bid will stand rejected. The bid securities will be returned as under:-**
- a. **Unsuccessful Bidders. Within 15 days of completion/announcement of the bid evaluation result.**
 - b. **Successful Bidders. Upon submission of 10 % PBG (para 22).**
24. The net offered price will be inclusive of 17 % GST as imposed by Government of Pakistan. The offers without mentioning of 17% GST will not be considered. The GST will always be mentioned separately to the base price.

25. Integrity pact will invariably be involved/invoked when the total value of the contract exceed 10 Million as specified in PPRA Rule 2002-2004.
26. In case of any dispute regarding the terms and conditions and the quality of stores, the decision of the Chairman HIT will be considered as final and binding on the suppliers/firms.
27. In case, the contracted firm fails to execute the order within the stipulated time and does not materialize the supply of ordered stores, the supply order/contract would be cancelled at the firm's risk and expense. Expenditure incurred on the re-purchase of offered stores will be recovered from the defaulting firm, under existing procedures.
28. Inspection of the store will be carried out at HIT Taxila Cantt.
29. Samples for consultation / reference will not be provided, however if drawing is available then the same may be handed over to the best evaluated bidder. **Samples are available in TMF for the convenience of the firms.**
30. Technical & Commercial Quotations must be provided on **CDs in MS EXCEL, MS WORD or MS ACCESS** format along with hard-copies. **Quotations without CDs will not be entertained. Also ensure following while preparing bids:-**
- a. **Sequence of serial no as given in tender inquiry will not be changed.**
 - b. **No serial no will be deleted or shortlisted in the bid/offer.**

Eligibility Criteria

31. Firms should not be blacklisted or defaulted anywhere within or outside Pakistan. In this regard firm should provide "No Blacklisting / Defaulting Certificate" (affidavit on judicial stamp as per Annexure 'B', duly attested by Notary Public, to be provided).
32. Only registered suppliers / persons who are on Active Taxpayer List (ATL) of FBR are eligible to supply goods/services to government departments. Thus the bidders will submit a certificate to this regard along with the technical bid.
33. Country of Origin: All countries except India, Israel and Taiwan.
34. In case of indigenously / locally manufactured item, the firms should have relevant experience and capacity of manufacturing of the require type of stores and should be duly qualified by Quality Control Department of TMF. The capacity for manufacturing of an required stores may be verified by a team ex TMF during the technical scrutiny of offer.
35. The confirmation to fulfil the technical specifications related to each item must be highlighted in the technical bid.
36. In the case of FOR imported items, the firms are responsible to provide evidence of the agency agreement/certificate of conformance, principal proforma invoice (in original and

without price) and OEM certificates of all the items being quoted against this tender inquiry along with countries of origin. The firms will clearly indicate that all the parts used in the manufacturing (in case of assembling) are brand new from current production. Confirmation to fulfil technical specifications related to imported items on FOR basis must be highlighted in the technical bid.

37. Confirmation of the validity period of the quote, delivery period and warranty period.
38. Confirmation of the willingness of the firms to arrange the visit of a two member HIT team on firms' expenses for ascertaining / validating the manufacturing, stocking and financial capabilities quoted.
39. Confirmation of all the technical parameters specified in the IT or confirmation as per sample.
40. Confirmation of manufacturer, brand and approval of advance sample as per specifications mentioned in IT. **Manufacturer brand of each item must be highlighted in the bid.**
41. Bidder is required to visit Tank Factory HIT to understand the scope of work and application of customized manufactured welding trolley as per sample available:-
 - a. Vendor must provide drawings / Model of the welding trolley with indication of main dimensions on the drawing / model. Confirming to the genuine sample held with Tank Factory, HIT.

Qualification Criteria

42. Participating firms should meet the following criteria with:-
 - a. 50% score in every individual category/sub category (except para 42d (2) (c) whereby even zero score will not affect the qualification).
 - b. 70% aggregate score of all categories.
 - c. The scoring would be done as under:-

Ser	Description	Maximum Points
(1)	Financial Soundness	40
(2)	Past Experience / Record	40
(3)	Past Performance	20
Total		100

- d. Further details of criteria for each of the above categories are as follows:-
 - (1) **Financial soundness**. Credit marks for financial soundness of the firm shall be on the basis of following qualifications:-

Ser	Description	Max Points	Explanation for Marks Obtained
(a)	Annual turnover of last 3 x Financial Years (Third Party generated verifiable audit reports for last three financial years to be provided).	15	Marks will be calculated as per the formula:- Formula Score = $\frac{(Y1+Y2+Y3)}{3X} \times 15$ *(Y1,Y2,Y3 respective annual turnovers of last three years) X= Last purchased rate / estimated value of the quoted items available with HIT. Note: All calculation will be done in Pak Rs, other currency (if any) will be converted into Pak Rs with applicable conversion rate.
(b)	Working Capital of last three years (Third Party generated verifiable audit report to be provided).	15	Marks will be calculated as per the formula:- Formula Score= $\frac{(Y1+Y2+Y3)}{3X} \times 15$ Y1, Y2 and Y3 being respective working capitals of last three years. X= Last purchased rate / estimated value of the quoted items available with HIT. Note: All calculation will be done in Pak Rs, other currency (if any) will be converted into Pak Rs with applicable conversion rate.
(c)	Litigation History where decision went against the firm (affidavit on judicial stamp paper as per Annexure 'C' to be provided).	10	10 Marks for firms with no litigation history. One mark will be deducted for each litigation where decision went against the firm.
Total		40	

- (2) **Past Experience/ Previous Record**. Credit marks for experience shall be awarded on the basis of following qualifications:-

Ser	Description	Max Points	Explanation for Marks Obtained
(a)	Projects of similar nature and complexity i.e. Procurement of Machinery / Lifter / Fork Lifter	20	1 mark will be awarded on the number of contracts per year of having value 2 Million or more. Maximum 2 marks per year will be granted.

Ser	Description	Max Points	Explanation for Marks Obtained
	completed in last 10 years. (Attested and verifiable copies of related contracts be attached).		
(b)	Projects of ongoing similar nature and complexity in hand i.e Procurement of Machinery / Lifter / Fork Lifter (Attested and verifiable copies contracts be attached).	15	Marks will be calculated as per the formula:- Formula Score= $\frac{C}{2 X} \times 15$ C= Total amount of contracts in hand. X= Last purchased rate / estimated value available with HIT. Note: All calculations will be done in Pak Rs, other currency (if any) will be converted into Pak Rs with applicable conversion rate.
(c)	Status of enlistment with Government Organizations (Attested copies of Registration certificates to be enclosed).	5	Full marks will be given on provision of at least 1x certificate.
Total		40	

- (3) **Past Performance.** Credit Marks for past performance shall be awarded on the basis of following criteria:-

Ser	Description	Max Points	Maximum Points
Past performance to be evaluated on under mentioned parameters:-			
	i. Contracted store supplied beyond DP in last ten years (data will be attached duly verified from the concerned procurement agency).	5	Marks of bidders will be calculated as per given formula:- X1 = Total value of last ten years' contracts. X2 = Total value of last ten years' contracts completed within DP. Formula: Score= $\frac{X2 \times 5}{X1}$
	ii. Quantum of rejections of items in the last ten years contracts (data	5	X1 = Total value of last ten years contracts. X2 = Total value of the passed

Ser	Description	Max Points	Maximum Points
	will be attached duly verified from the concerned procurement agency).		items in first go in the last ten years' contracts. Formula: Score= $\frac{X2}{X1} \times 5$
	iii. Timely provision of docus/ bank guaranties / bid security money (data will be attached duly verified from the concerned procurement agency).	5	X1 = Total no of contracts concluded in last ten years'. X2 = Total number of timely provided bank guaranties/ bid securities against the total no of contracts in last ten years. Formula: Score= $\frac{X2}{X1} \times 5$
	iv. No of contracts / items still pending beyond DP (data will be attached duly verified from the concerned procurement agency).	5	0.25 marks would be deducted for each contract in hand, which is pending beyond DP.
Total		20	

43. Only affidavits and third party (having no conflict of interest with either HIT or the bidder) generated / verified documents may be treated as credible evidences for scoring.

44. A pre bid meeting will be held a week prior to opening of IT on ____ **March 2019** at 1000 hours in Marketing & Procurement Directorate (tender opening room). All desirous firm are requested to attend the subject meeting before submission of bid and clarification require if any by the firm be obtained by the firm in the said meeting.

45. Contracts will be awarded to **best evaluated bidder** with highest overall score based on **weightage which will be worked out as under:-**

- | | | | |
|----|--------------------------|---|------------|
| a. | Qualification Criteria | - | 70% |
| b. | Commercial offer / Price | - | 30% |

Note: Technical / Commercial quotation must conform to IT parameters specified in this tender. The offer will be rejected there in if the said parameters are not complied with.

Lieutenant Colonel
Assistant Director Procurement
(Riaz Fida)

PROCUREMENT OF WELDING TROLLEYS

1.	Description	Welding Trollies (As per sample aval in TMF)
2.	Specification	Use with Semi-automatic Welding Machine

AFFIDAVIT**NO DEFAULTER CERTIFICATE**

It is certified that M/s _____ have never been defaulted or blacklisted with any Govt / Semi Govt / Defence Organization / PPRA / KPK PPRA / Punjab PPRA / Sindh PPRA within or outside Pakistan.

(Designation, Signature & Stamp)

(Signature & Stamp of Notary Public)

AFFIDAVIT**NO LITIGATION CERTIFICATE**

It is certified that M/s _____ have no litigation history where decision went against the firm anywhere within or outside Pakistan.

OR

It is certified that M/s _____ have following litigation history:-

- a.
- b.
- c.

(Designation, Signature & Stamp)

(Signature & Stamp of Notary Public)