

**PAKISTAN REVENUE AUTOMATION (PVT) LIMITED**

**TENDER DOCUMENT P-09/2025**

**REQUEST FOR PROPOSAL (RFP)  
DOCUMENT**

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**PROCUREMENT FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF 200 KVA  
DIESEL GENERATOR WITH TURNKEY INSTALLATION INCLUDING CIVIL & ELECTRICAL WORK,  
EARTH PITS & DISMANTELING, TRANSPORTATION AND RE-INSTALLATION OF ONE 100 KVA  
DIESEL GENERATOR**

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**May 2025**



**Online (e-bid) shall be submitted only at e-PAK Acquisition & Disposal System (EPADS),  
on or before 11:00 AM, 19th May 2025.  
e-Bid Opening 11:30 Hrs. 19th May 2025.**

In case of any query, please contact Phone: (+92) 51-9259353 Or visit  
Admin & HR Department (Procurement Wing)

**Pakistan Revenue Automation (Private) Limited,  
2nd Floor, Plot # 266-B, Street # 9, Sector I-9/3, Islamabad.  
Email: at [procurement@pral.com.pk](mailto:procurement@pral.com.pk) Website: [pral.com.pk](http://pral.com.pk)**



## Contents

1) Invitation to Bid:.....	3
2) Instructions to Bidders:.....	3
Admin & HR Department (Procurement Wing) .....	4
3) Conditions for Eligibility: .....	5
4) Scope of the Work: .....	5
(Supply of Equipment).....	<b>Error! Bookmark not defined.</b>
1. Mechanical and Electrical Accessories .....	<b>Error! Bookmark not defined.</b>
2. Electrical Works .....	<b>Error! Bookmark not defined.</b>
4. Civil Works .....	<b>Error! Bookmark not defined.</b>
5. Safety and Protection Features .....	<b>Error! Bookmark not defined.</b>
6. Testing & Commissioning .....	<b>Error! Bookmark not defined.</b>
7. Documentation & Handover .....	<b>Error! Bookmark not defined.</b>
Scope of Work .....	<b>Error! Bookmark not defined.</b>
<b>BILL OF QUANTITIES (EARTH PIT) .....</b>	<b>Error! Bookmark not defined.</b>
<b>TECHNICAL SPECIFICATIONS .....</b>	<b>Error! Bookmark not defined.</b>
5. General or Special Conditions of Tender .....	11
6. Form of Contract:.....	11
8. Technical Evaluation Criteria.....	12
9. Financial Evaluation Criteria.....	12
10. Performance Security .....	12
11. Pre-Bid Meeting .....	13
12. Submission of Bids (Technical and Financial Proposal): -.....	13
12.1 Bid Security .....	13
12.2 Cover Letter for the Submission of Technical Proposal .....	13
Annex – A (Organization Information) .....	14
Annex – B (Eligibility Criteria Check List).....	15
Annex – C (Relevant Experience) .....	16
Annex – D (Technical Evaluation Criteria) .....	17
<b>Annex – E (Key Management Staff of the Company).....</b>	<b>20</b>
<b>Annex – F (Financial Proposal) .....</b>	<b>21</b>
Business award Criteria: .....	23
Annex-G (Penalty Clauses & Payment Terms) .....	25
Annex – H (Declaration).....	25
Annex – I (Cover Letter).....	26



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## 1) Invitation to Bid:

Pakistan Revenue Automation (Private) Limited (acronym – PRAL). PRAL is a private limited Company registered under section 32 of the companies ordinance, 1984 (XLVII of 1984). PRAL is working with federal and provincial tax and revenue agencies to provide wide variety of tax and revenue collection automation solutions, since its incorporation in June, 1994. Online (e-bids/proposals) are invited from bidders for the **supply, installation, testing and commissioning of a 200 KVA Diesel Generator with turnkey Installation including civil & electrical work, Earth Pits (complete in all respects) & Dismantling, transportation and reinstallation of a 100 KVA Diesel Generator**. All interested and eligible bidders are requested to go through the tender document and provide relevant required information and supporting documents mentioned in this document.

## 2) Instructions to Bidders:

The selection of a company/firm will be based on **Least Cost Method**, through **Single Stage Two Envelope** bidding procedure. The Bidder is expected to examine all instruction forms, terms and conditions of the bidding documents. Failure to furnish all information required by the bidding documents and/or to submit a bid not substantially responsive to the bidding documents will be at the bidder's risk, which may result in rejection of bid.

- 2.1 The PDF copy of the Technical and financial proposal/bid along with the bid security shall only be submitted online on EPADS no hardcopy shall be entertained. All the pages of the bid must be sequentially numbered. The bidders are required to create a clear table of contents referencing the relevant page numbers and mark each supporting document with corresponding page numbers.
- 2.2 In the first instance, the "Technical bid/Proposal" shall be opened for technical evaluation and the "Financial Proposal" shall remain unopened in the system.
- 2.3 PRAL shall evaluate the Technical Proposal in a manner prescribed in section-8 given in the document, without reference to the price and condition PRAL shall reject any proposal which does not conform to specified requirements.
- 2.4 During the technical evaluation, no amendments in Technical Proposal shall be permitted.
- 2.5 After evaluation of the technical proposals, PRAL shall open the financial proposals of the technically responsive bids online, and shall communicate the date, time & venue through system in advance, within the bid validity period.
- 2.6 The financial bids whose technical bids declared non-responsive, shall not be opened.
- 2.7 The Technical and Financial Proposals will be evaluated based on PRAL's evaluation criteria as provided in section-08 and 09 of this document.
- 2.8 The bid shall remain valid for the period of 90 days from the date of bid opening.
- 2.9 This document has different sections carrying information of eligibility, technical evaluation criteria, scope of work and conditions of tender etc. to assist the potential bidders to develop their technical proposals.
- 2.10 Minimum passing marks are 65 in technical evaluation, along with a compulsion to obtain full marks in Serial # 3 & 5 of Annexure-D, shall be considered as technically qualified.
- 2.11 PRAL reserves the right to request submission of additional information from the bidders to



clarify/further understand aspects of technical proposal, if required. PRAL also reserves the right to verify any information provided by the bidder.

- 2.12 PRAL has the right to visit business premises to verify the information shared in tender documents. Bidder presenting information intentionally incorrectly or fraudulently will be disqualified.
- 2.13 PRAL reserves the right to award or not to award the contract and bidders who fail to submit complete and attach all the relevant documents shall be disqualified. No bid shall be accepted in hardcopy.
- 2.14 Bidders to strictly ensure that their bidding documents are submitted before the closing time and date of the tender, else the system will not accept the bids after the closing time.
- 2.15 Questions about the bidding document can be made only in writing through EPADS or Email: at [procurement@pral.com.pk](mailto:procurement@pral.com.pk) and must be asked on or before COB May 6, 2025.
- 2.16 Although adequate thought has been given in the drafting of this document, errors such as typos may occur for which PRAL will not be responsible.
- 2.17 Companies/Firms cannot apply by forming a consortium (both local or international firms/Companies).
- 2.18 In case the bid opening day falls on a public holiday, the next working day shall be considered as the opening day for the same.
- 2.19 In case, of any disruption observed on the day of bid opening due to any reason related to server/internet connectivity, the next working day shall be considered as the opening day for the same.
- 2.20 In case of any disruption/failure in submitting the bid on EPADS, PRAL shall not be held liable, since the EPADS is owned and operated by PPRA.
- 2.21 The bid should be signed, stamped and readable.
- 2.22 The financial bid/proposal should not be disclosed in the technical proposal/bid, else the bid shall be disqualified.
- 2.23 The Procuring Agency, at its discretion, may extend "Deadline for Submission of Bids". In such case, all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline shall thereafter be subject to the extended deadline.
- 2.24 The Proposed equipment must not be from the countries restricted by Federal Government.
- 2.25 The bidder has to ensure that all the components used for the required supplies are genuine and original. Bids proposing substandard, low quality, refurbished or copy items will be rejected. Documentary evidence showing genuineness of brand name, model and country of origin of the product so offered should also be attached.
- 2.26 Bidders must provide Product Data Sheets from OEM, Technical, Promotional Brochure and Detailed Technical Specifications and features (certified from OEM) of the items quoted. Webinars, Information in electronic format.
- 2.27 The bidder should be a registered supplier on the e-Pak Acquisition & Disposal System (EPADS) to participate in the subject tender. To register electronically suppliers can visit <https://eprocure.gov.pk/#/supplier/registration>.
- 2.28 The scanned copy of the Bid Security to be uploaded along with the online bid and the hardcopy of the bid security and original copy of the Affidavit shall only be submitted at below mentioned address on or before 11:00 AM 19<sup>th</sup> May 2025.

*Admin & HR Department (Procurement Wing)*  
**PAKISTAN REVENUE AUTOMATION (PRIVATE) LIMITED,**  
**2nd Floor, Plot # 266-B, Street # 9, Sector I-9/3, Islamabad.**



### 3) Conditions for Eligibility:

The bidders, fulfilling the following criteria, will be considered eligible for the bidding process.

- 3.1 Evidence of the bidding firm/company's registration/Incorporation is required (Copy of certificate of incorporation/company registration certificate is required).
- 3.2 Have National Tax Number (NTN) and GST/ PST (if applicable) in the name of Organization (Provide a copy of registration).
- 3.3 Should be active taxpayer on the date of submitting the bid. (Status report must be provided).
- 3.4 Affidavit on stamp paper, declaring that the bidding company/Firm is not blacklisted by any Telco/FMCG/autonomous body/government/semi government or any organization. (Affidavit on stamp paper original signed & stamped).
- 3.5 Bidder must be Original Equipment Manufacturer (OEM) or OEM's authorized partner/distributor/reseller and must provide Manufacturer authorization & partnership letter for Generator. (Copy of Manufacturer Authorization & partnership letter is required).

If a bidder fails to provide above mentioned information using "Eligibility Criteria Checklist" (Annexure B), they shall be dis-qualified and declared ineligible from the bidding process and its technical evaluation will not be carried out.

### 4) Scope of the Work:

The following scope of work identifies the duties and responsibilities that the qualifying Company/Firm shall deliver upon, by working closely with Network & infrastructure Department of PRAL:

#### 200 KVA Diesel Generator Scope of Work

Supply, Installation, Testing, and Commissioning of 200KVA Prime Rated Diesel Generator Set on turnkey basis.

##### 1. Supply of Equipment

Supply of one (1) complete 200KVA Prime Rated DG Set, 3 Phase + Neutral, 50 Hz @ 1500 RPM, with the following:  
Engine Make:

- CATERPILLAR, FG WILSON, CUMMINS, or approved European equivalent.
- 6-cylinder, 4-cycle, Turbocharged & Aftercooled engine.
- Water-cooled with electronic governing system.
- Direct fuel injection system.
- Electrical starting system (24V DC starter motor).
- Alternator rated at 200KVA, Stamford/Leroy Somer/Caterpillar or equivalent brushless type.
- Insulation Class H, Temperature Rise Class H, IP23 protection.
- Inbuilt AVR, voltage range 380–440V, 0.8 power factor.
- Controller (Deepsea/CAT/Cummins or equivalent imported) with:
  - Digital microprocessor-based configurable unit.
  - LCD display, IP55 rating, USB/RS232/RS485, ETHERNET & SNMP.
  - Built-in AMF function with alarms and protection.
- Weather and soundproof acoustic canopy, meeting noise limits of 75–85 dB @ 1 meter.

##### 2. Mechanical and Electrical Accessories

- Built-in base fuel tank (formed steel) with mechanical level gauge and vibration isolators.



- Residential grade imported muffler for exhaust.
- Dry-type air filter, full-flow oil and fuel filters with water separator.
- Intelligent battery charger (24V system) with battery and cables.

### 3. Electrical Works

- Supply and installation of ATS (Automatic Transfer Switch) Panel with MOR (Manual Override) options, for two 200kVA diesel generator sets configured in a Master-Slave arrangement. The ATS ensures seamless power transfer between utility power and standby generators and provides redundancy by auto-starting the slave genset if the master fails to start.
- Power cabling:
  - 4-core 150 sq.mm PVC/PVC cable for generator to load connection.
  - 4-core 150 sq.mm PVC/PVC cable for WAPDA-side mains to ATS.
  - 3-core 2.5 sq.mm control cable for ATS control.
  - 1 x 90 sq.mm earth cables.
- Complete laying, termination, and dressing with cable lugs, glands, saddles, and accessories.

### 4. Civil Works

Construct or modify the existing RCC foundation pad to a new RCC foundation pad with vibration isolators, suitable for rooftop installation (if required, based on site conditions; the bidder shall conduct a site survey before submitting the bid)

- Two (2) earthing pits:
  - One for neutral and one for body earthing.
  - Complete with excavation, backfilling, bentonite chemical, Cad welding, earth busbars, inspection chamber, and all accessories.
  - Final earth resistance shall not exceed 1 ohm.

### 5. Safety and Protection Features

- The system must incorporate automatic and manual fault reset capabilities with alarms and shutdown functions for:
  - Engine over speed, high water temperature, low oil pressure.
  - High winding temperature, charger failure, low/high fuel levels.
  - Over/under voltage, short circuit, over crank, low coolant.
- Audible and visible alarms for all fault conditions.
- Emergency push-stop button integrated into the controller panel.

### 6. Testing & Commissioning

- Full functional testing and commissioning of the generator set at site.  
Load testing, voltage and frequency checks, control logic verification, safety trip function testing.
- Master / Slave failover.

### 7. Warranty

- Warranty 5 years comprehensive warranty for complete system

### Bill of Quantities (BOQ)

S#	Description	Qty
1	200 KVA Generator (Along with allied accessories)	1
1	Local Operational training of 5 resources along with the certificate	1



## **Technical Specification for ATS Panel – Dual 200kVA Gensets (Master-Slave Configuration)**

### **1. General Description**

This specification covers the design, manufacture, and installation of an Automatic Transfer Switch (ATS) Panel for two 200kVA diesel generator sets configured in a Master-Slave arrangement. The ATS ensures seamless power transfer between utility power and standby generators and provides redundancy by auto-starting the slave genset if the master fails to start.

### **2. System Configuration**

- Genset Capacity: 2 x 200kVA Diesel Generators
- System Voltage: 400V, 3-phase, 50Hz
- Neutral System: TN-S or as per site requirement
- ATS Configuration: Dual generator input with automatic failover (master/slave)
- Load Transfer Type: Break-before-make

### **3. Functional Requirements**

#### **3.1 Normal Operation (Utility Supply Available)**

- ATS monitors utility supply.
- If utility fails, ATS signals the master genset to start.
- Upon successful start and stable voltage/frequency, ATS switches load to genset.

#### **3.2 Master Genset Start Failure**

- If the master genset fails to start within a configurable delay (e.g., 10 seconds), ATS sends start command to slave genset.
- Slave genset takes over load if voltage/frequency is within preset parameters.

#### **3.3 Return to Utility Power**

- When utility power is restored and stable, ATS automatically transfers the load back to utility after a programmable delay.
- Both gensets are commanded to stop after cool-down period.

### **4. Components and Features**

#### **4.1 Automatic Transfer Switch Panel**

- Rated Current: 400A (or as per load)
- 4-pole, electrically and mechanically interlocked contactors or motorized changeover switch
- Microprocessor-based ATS controller with the following:
  - Auto/Manual/Test modes
  - Voltage & frequency monitoring for utility and generators
  - Genset start/stop commands
  - Timers for:
    - \* Genset start delay
    - \* Transfer delay
    - \* Return to mains delay
    - \* Cool-down period
  - Event logging and fault alarms
  - Master genset priority logic
  - Auto failover to slave genset on master failure

#### **4.2 Control and Protection**

- Phase failure, over/under voltage, over/under frequency protection
- Generator interlock logic
- Emergency stop push button
- Manual changeover provision
- Generator synchronizing lockout (if required)

#### **4.3 Indications and Meters**

- Digital display for:
  - Voltage (L-L, L-N)
  - Frequency
  - Phase sequence





- Generator status
- LED indicators:
  - Utility available / Utility on load
  - Master genset running / on load
  - Slave genset running / on load
  - Genset fail
- Alarm buzzer with mute button

#### 5. Enclosure

- Form: Indoor, IP54 minimum
- Material: CRCA steel, powder coated
- Cable entry: Bottom/Top as per site requirement
- Dimensions: As per layout and component sizing

#### 6. Communication & Integration (Optional)

- RS485 Modbus RTU port for BMS/SCADA integration
- Remote start/stop interface
- SMS/email alert module (optional)

#### 7. Compliance & Standards

- IEC 60947-6-1 (Automatic Transfer Switching Equipment)
- IEC 61439 (Low-voltage switchgear and control gear assemblies)
- ISO 8528 (Genset standard)

#### 8. Warranty

- Warranty 5 years comprehensive warranty for complete system

#### Bill of Quantities (BOQ)

S#	Description	Qty
1	ATS Panel (Along with allied accessories)	1

#### Earth Pit for 200Kva & 100Kva Genset

##### Section 1: Scope of Work

The scope of work includes the design, supply, installation, testing, and commissioning of an earthing system for a 200kVA & 100Kva diesel generator set in accordance with relevant NEC, IEC, and PEC standards. This includes:

- Excavation and backfilling for earth pits.
- Supply and installation of earth electrodes and chemical compound.
- Earth pit construction with concrete or brick-lined chambers.
- Installation of Copper earth strip or cable from genset to pit.
- Testing and documentation of earth resistance value.
- Compliance with local authority regulations.

##### Section 2: Bill of Quantities (BOQ)

S#	Description	Unit	Qty
1	Excavation of earth pit up to 3m depth (1' x 1')	Each	4
2	Supply and installation of copper earth electrode (3m, 25mm dia) or copper-bonded rod	Each	4



	(as per spec)		
3	Backfilling with soil + Bentonite + Salt + Charcoal mix	Each	4
4	Concrete chamber with RCC slab and inspection cover	Each	4
5	Supply and laying of 70mm <sup>2</sup> copper strip from genset to earth pit (Length as per site)	Meter	As per actual length
6	Welding/Clamping and jointing accessories	Each	2
7	Earth resistance testing and report submission	Job	2

**Note : A total of four earth pits are required, two at the STP I-9/3 building and two at the new building. A vendor site survey is recommended prior to bid submission.**

### **Section 3: Technical Specifications**

#### **1. Earth Electrode:**

- Type: Copper-bonded steel or solid copper rod.
- Size: Minimum 25mm diameter, 3000mm length.
- Standard: IEC 62561 / IEEE 80

#### **2. Earthing Compound:**

- Type: Bentonite-based or carbon-enhanced backfill compound.
- Resistivity: < 0.1 Ohm-meter.

#### **3. Earth Pit Chamber:**

- Type: Brick-lined or precast concrete.
- Cover: RCC slab with lifting hooks and bolt-type inspection lid.

#### **4. Earth Strip / Cable:**

- Material: Bare copper strip or insulated copper cable (if underground).
- Size: Minimum 70mm<sup>2</sup> copper or as per design calculation.
- Laying: In GI pipe or trench with warning tape (if buried).

#### **5. Earthing Resistance:**

- Target: < 1 Ohm (as per NEC/IEC for generators).
- Testing: Fall-of-potential or clamp-on method with calibrated instruments.

### **Section 4: Standards and Compliance**

All materials and workmanship shall conform to:

- Pakistan Engineering Council (PEC) Guidelines
- IEC 60364 / IEC 62561 / IEEE 80
- National Electrical Code (NEC)
- OEM recommendations for genset grounding

### **Section 5: Deliverables**



- As-built drawings showing earth pit locations and layout
- Earth resistance test report

#### Scope of Work for dismantling Transportation, and Reinstallation of a 100kVA Diesel Generator Set.

The scope of this tender includes the complete dismantling, transportation, and reinstallation of a 100kVA diesel generator set (genset) installed at STP I-9/3 Building, along with the Automatic Transfer Switch (ATS) panel, associated components, and electrical works from the existing location to the new designated site. The contractor shall carry out the following works in a professional, safe, and efficient manner:

##### **A. Site Survey**

- Mandatory Site Visit: All bidders must conduct a detailed site survey of both the current and proposed generator locations before submitting the bid.
- The bidder shall verify site-specific requirements, assess the physical and logistical conditions, and propose any additional work needed that is not explicitly listed in the scope but is necessary for proper, safe, and functional installation.
- Any omissions, deviations, or special provisions required due to site conditions must be highlighted in the bid submission.

##### **B. Dismantling Works at Old Location**

1. Dismantling of 100kVA Genset:
  - Disconnecting electrical, fuel, and exhaust connections.
  - Careful dismantling without damage to genset or surroundings.
2. Dismantling of ATS Panel and Allied Components:
  - Disconnecting all electrical and communication links.
  - Safe removal of ATS panel and other related accessories.
3. Preparation for Transport:
  - Loading of generator and ATS panel onto transport vehicle using crane/lifting equipment.
  - Proper securing of equipment to prevent damage during transport.

##### **C. Transportation**

1. Crane Services:
  - Provision of crane for lifting the genset at old location and for unloading at new location.
2. Logistics & Transport:
  - Safe and secure transport of the genset and ATS panel from the old location to the new site.

##### **D. Installation Works at New Location**

1. Foundation Work:
  - Construction of RCC foundation pad on the rooftop as per generator mounting specifications.
2. Unloading & Placement:
  - Crane-assisted unloading and positioning of the generator on the rooftop foundation.
3. Installation of 100kVA Genset:
  - Reconnection of fuel lines, exhaust, and electrical connections.
  - Alignment and vibration control.



4. Installation of ATS Panel and Allied Components:

- Mounting and electrical interconnection with generator and main distribution board.

5. Fuel System Installation:

- Supply and installation of a locally fabricated external 500-liter mild steel diesel fuel tank, equipped with:
  - Anti-corrosive coating
  - Inlet/outlet nozzles
  - Breather and drain valve
  - Diesel filling pipe, filling motor, and all allied accessories
- Secure mounting and interconnection with the generator.

6. Wiring and Power Cable Installation:

- Supply, laying, and termination of WAPDA-side mains power cable for ATS:
  - Cable: 4-core, 95 sq.mm PVC/PVC power cable. Note: the existing WAPDA side cable at new location is under size.
  - Cable: 4-core, 25 sq.mm PVC/PVC power cable. Note: use for internal UPS distribution at new location.
  - Complete with cable lugs, glands, saddles, clips, and necessary accessories.
- Earthing cable (50 sq.mm) to be supplied and installed between ATS, genset, and earth pits.

7. Earthing Work:

- Construction of two (2) earth pits as per relevant electrical safety standards.
- Proper interconnection and testing.

8. Testing & Commissioning:

- Full load testing and trial run of the genset.
- Verification and calibration of ATS panel operation.
- Ensuring compliance with local electrical and safety codes.

**Documentation, Testing & Handover**

- Delivery of operation manuals, maintenance schedules, wiring diagrams, and test certificates.
- Training of designated personnel on operation and basic troubleshooting.
- Formal handover upon successful testing and commissioning.

**5. General or Special Conditions of Tender**

The successful bidder shall agree to the following terms to provide supply and services to PRAL:

- a. All documents and information received by PRAL from bidders will be treated in strictest confidence.
- b. All expenses related to participation in this bidding document shall be borne by the bidder.

**6. Form of Contract:**

- 6.1 The successful bidder shall sign and execute the standard contract of PRAL including any general conditions on the terms and conditions specified therein. Any amendment to the standard contract shall be made with mutual consent of both parties.
- 6.2 Successful bidder will sign a contract and will provide the equipment & services as per the Scope of work mentioned in the bidding document, after issuance of the Purchase order/Service Order/Contract.
- 6.3 In case of any dispute regarding the delivery of equipment & Support services, the decision of the PRAL shall be final & binding.



- 6.4 The competent authority may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. PRAL shall upon request communicate to any bidder the grounds for its rejection of all bids or proposals but shall not be required to justify those grounds.
- 6.5 All taxes will be deducted in accordance with the applicable laws.
- 6.6 The bid shall remain valid for the period of 90 days from the date of bid opening.
- 6.7 In case the selected bidder fails to deliver the equipment & Support services as per the scope of work, the bid security and performance security of the bidder will be forfeited, and the contract may be terminated.
- 6.8 Once the technical bids are opened on EPADS (Electronic Procurement and Disposal System), PRAL may require bidders to submit a hard copy of the technical bid already submitted electronically. However, bidders must ensure that the hard copy exactly matches the electronic version to avoid any discrepancies that could lead to disqualification.

## **7. Project Timelines and Warranty Support**

The complete delivery, installation, testing, and commissioning of the 200 kVA diesel generator set, including all associated civil, electrical, and earthing works, shall be completed within a period of **4 to 6 weeks** from the date of issuance of the purchase order or signing of the contract.

### **Onsite Warranty & Support:**

The supplied generator set shall be covered by a **comprehensive onsite warranty for a duration of five (05) years** from the date of successful commissioning. This warranty shall include **round-the-clock (24x7) support services**, covering all labor, travel, and replacement of faulty parts or components as required to ensure uninterrupted operation of the equipment.

## **8. Technical Evaluation Criteria**

This document is governed by the procedure approved by PRAL management. The technical proposal of eligible organizations will be evaluated against the requirements specified in the **“Annexure-D”**.

## **9. Financial Evaluation Criteria**

The financial proposals of only eligible & technically responsive bidders will be opened in the presence of all the bidders who participated in the tender. All bids shall be opened by the evaluation committee publicly online in the presence of the bidders or their representatives who may choose to be present at the time and place announced prior to the bidding. The chairperson or member of the evaluation committee shall read aloud the unit price as well as the bid amount if any and shall record the minutes of the bid opening. All bidders shall sign an attendance sheet at the time of bid opening.

Please provide information regarding Financials in **Annexure – F”**.

## **10. Performance Security**

- a. Upon signing of this Agreement, the Service Provider shall provide a performance guarantee equivalent to 10% of the award value of the contract, issued by the renowned scheduled bank for the contract period to be offered (the “Guarantee/bidder”). The Guarantee shall be valid until expiry of the Agreement/Warranty & Support period, following which it shall be released by PRAL. In case the bidder fails to provide the Bank Guarantee, 10% of the payment shall be retained by PRAL (the “Retention Money”). The Retention Money shall be released by PRAL in favour of the Service Provider upon expiry of the agreement.



- b. The bid security shall be returned after submission of performance guarantee by the bidder or after the amount retained by PRAL from the payment.
- c. The performance guarantee/security will be returned after completion of warranty period i.e. 05 years.

#### **11. Pre-Bid Meeting**

A pre-bid meeting will be held on May 08, 2025 at 11:00 AM at PRAL Office i.e. Software Technology Park, 2<sup>nd</sup> Floor, Service Road (North), Sector I-9/3, Islamabad for clarification of any query from the potential bidders.

#### **12. Submission of Bids (Technical and Financial Proposal): -**

The complete bid containing the Technical and Financial proposals along with Bid Security shall only be submitted online in PDF format on EPADS, no hardcopy shall be entertained. Only the bid security and original copy of the Affidavit shall be submitted in hardcopy at the given address in the bidding document on or before 11:00 AM 19<sup>th</sup> May 2025. Technical proposals will be opened online on the same day i.e., 11:30 AM 19<sup>th</sup> May 2025 **at PRAL Office located at 2<sup>nd</sup> Floor, Plot # 266-B, Street # 9, Sector I-9/3, Islamabad** in the presence of bidder's representatives who wish to attend it. The bidder who fails to submit the hardcopy of bid security on or before the closing date & time on the given address shall be disqualified from the bidding process. The Bid Security of the disqualified bidders will be returned after awarding the business to the successful bidder.

##### **12.1 Bid Security**

Bid Security amounting to rupees 400,000 /-PKR in the form of pay order or demand draft favoring Pakistan Revenue Automation Pvt Ltd shall be submitted along with the financial bid. The Bid Security should be valid for a period not less than 6 months.

- a. Any bid not secured by "Bid Security" shall be considered as rejected.
- b. if "Bid Security" is found less than Rs.400,000/-, the bid shall be considered as rejected at any stage.

##### **12.2 Cover Letter for the Submission of Technical Proposal**

A cover letter as specified in **Annexure I** shall be submitted with the proposal.

Note: Please provide the required Information/Response to all Annexure mentioned in this document and mark them while submitting the bid.



## Annexures

### Annex – A (Organization Information)

Organization Information			
S #	Required Information	Response	
1	Legal name of the organization		
2	Year of Registration / Establishment of the Organization		
3	National Tax Number		
4	General / Punjab Sales Tax Number		
5	What is the legal status of your organization? Tick the relevant box (one box only). (Attach Copy/Copies of Registration Certificate/s)	Public Sector Organization	
		Section 42 Company	
		Public Ltd. Company	
		Private Ltd. Company	
		Private Partnership Firm	
		Other	
6	Name and designation of 'Head of Organization'		
	Mobile:		
	Phone/s:		
	Email:		
7	Name and designation of 'Contact Person':		
	Phone/s:		
	Mobile:		
	Email:		
8	Address of organization		



## Annex – B (Eligibility Criteria Check List)

Eligibility Check List				
Sr. No.	Eligibility Criteria Details	Evidence/Proof Required	Attached Supporting Documents/Proof and mark Yes/No	
			Yes	No
1	Evidence of the bidding firm/company's registration/incorporation	Copy of certificate of incorporation/company registration	<input type="checkbox"/>	<input type="checkbox"/>
2	Provide National Tax Number (NTN) and GST/ PST, (if applicable) in the name of Organization	Copy of registration	<input type="checkbox"/>	<input type="checkbox"/>
3	Should be active taxpayer on the date of submitting the bid.	Status report must be provided	<input type="checkbox"/>	<input type="checkbox"/>
4	Affidavit on stamp paper, declaring that company is not blacklisted by any Telco/FMCG/autonomous body/government/semi government or any organization.	Affidavit on stamp paper original signed & stamped	<input type="checkbox"/>	<input type="checkbox"/>
5	Bidder must be Original Equipment Manufacturer (OEM) or OEM's authorized partner/distributor/reseller and must provide Manufacturer authorization & partnership letter for Generator. (Copy of Manufacturer Authorization & partnership letter is required).	(Copy of Manufacturer Authorization & partnership letter is required).	<input type="checkbox"/>	<input type="checkbox"/>

**\*Bidders must clearly mention the page numbers of the supporting documents provided to qualify for technical evaluation. Failure to mention the relevant page numbers will result in disqualification.**





## Annex – C (Relevant Experience)

Relevant Experience		
Sr. #	Required Information of the Clients	Response  (Please provide exact information with Clients organization name, location/s and duration)  Provide data in sequence given below and attach copies of purchase orders, work orders etc.
1	Details of the Clients to whom similar nature of goods (minimum 100 KVA generator) and services are provided	
	Name of Clients Organization(s) along with the following details:	i.
	I. Company Name	ii.
	II. Addresses, email address, Phone #, website	iii.
	III. Contact person	
	IV. Start and end dates of Services (For example – Jan 2009 to July 2021)	



## Annex – D (Technical Evaluation Criteria)

TECHNICAL EVALUATION CRITERIA				
Sr #	Descriptions	Total Points	Scoring Points	Remarks (Attachment of relevant evidence in each case is mandatory. In case of non-compliance no mark will be awarded)
<b>1</b>	<b>Client Portfolio</b>	<b>15</b>		
	Provided Similar nature of goods (minimum 100 KVA generator) and services to more than 08 local/international/multinational clients including public sector or private sector organizations		<b>15</b>	<b>Documentary proof:</b> (Purchase/Service order/ copies of contract with contract details of clients should be furnished. *Multiple projects with same client will be counted as one.
	Provided Similar nature of goods (minimum 100 KVA generator) and services to more than 05 but less than or equal to 08 local/international/multinational clients including public sector or private sector organizations		<b>10</b>	
	Provided Similar nature of goods (minimum 100 KVA generator) and services to more than 03 but less than or equal to 05 local/international/multinational clients including public sector or private sector organizations		<b>05</b>	
<b>2</b>	<b>Relevant Experience</b>	<b>15</b>		
	Experience of more than or equal to 08 years for providing similar nature of Goods (minimum 100 KVA generator) & Services to local or international or multinational clients i.e. (Telco/FMCG/autonomous body/government/semi government or any organization)		<b>15</b>	<b>Documentary proof:</b> (Purchase/Service order/ copies of contract with contract details of clients should be furnished. *Multiple projects with same client will be counted as one.
	Experience of less than 08 years but more than or equal to 06 years for providing similar nature of Goods (minimum 100 KVA generator) & Services to local or international or multinational clients i.e. (Telco/FMCG/autonomous body/government/semi government or any organization)		<b>10</b>	
	Experience of less than 06 years but more than or equal to 04 years for providing similar nature of Goods (minimum 100 KVA generator) & Services to local or international or multinational clients i.e.		<b>05</b>	



<b>3</b>	<b>Compliance to the Technical Specifications and Scope of work/Services mentioned in the bidding document</b>	<b>30</b>		
	100 % Compliance to the specifications and Scope of work/services & technical specifications mentioned in the bidding document both for procurement of new 200 KVA Generator and dismantling, Transportation and Re-installation of 100 KVA Diesel Generator from one location to other location.		<b>30</b>	A written Confirmation on company's letterhead is required duly filled, signed and attached with evidence and reference documents such as brochures and data sheets of the offered products.
<b>4</b>	<b>Presence of the bidding Company/Firm in Major Cities of Pakistan for technical Support</b>	<b>15</b>		
	Offices in Lahore, Karachi & Islamabad		<b>15</b>	Written confirmation on letterhead is required for presence of the bidding company/firm in Major Cities of Pakistan with required technical support. 05 Marks will be given for each city, else zero.
<b>5</b>	<b>Compliance to the delivery timelines for the Supply with turkey installation, commissioning &amp; testing of- new 200 KVA Generator and dismantling and re-installation of 100 KVA generator (complete in all respects).</b>	<b>10</b>		
	The timelines for the Supply with turkey installation, commissioning & testing of Generator (complete in all respects) as well as dismantling and re-installation of 100 KVA generator (complete in all respects) is 4-6 weeks after issuance of Purchase Order, Bidder to share compliance.		<b>10</b>	A written Confirmation on company's letterhead is required for compliance to
<b>6</b>	<b>Financial Turnover</b>	<b>15</b>		
	Annual turnover /revenue of the company is greater than or equal to 20 million (PKRs)		<b>15</b>	Documentary proof required (tax returns or financial audited report from registered firm/company for the year 2023-2024 or latest)
	Annual turnover /revenue of the company is less than 20 million (PKRs) but greater than or equal to 15 million (PKRs)		<b>10</b>	
	Annual turnover /revenue of the company is less than 15 million (PKRs) but greater than or equal to 10 million (PKRs)		<b>05</b>	
<b>Total Technical Evaluation Score</b>		<b>100</b>		

**\* Bidders must clearly mention the page numbers of the supporting documents provided for technical qualification scoring. Failure to mention the relevant page numbers will result in no marks being awarded.**



\*If the quoted item is below the required requirements/specification, the Bid shall stand non-Responsive



## **Annex – E (Key Management Staff of the Company)**

Details of Key Management Staff

Key Management Staff of Company					
Sr #	Name of Management Staff	Designation	Qualification	Area of Expertise	Number of years in company



## Annex – F (Financial Proposal)

### FINANCIAL BID FORMAT

<u>SR</u>	<u>Description</u>	<u>Unit</u>	<u>Qty</u>	<u>Unit Price in PKR (without applicable GST/PST)</u>	<u>GST/PST amount (if applicable) per unit in PKR</u>	<u>Unit Price in PKR (inclusive of all applicable taxes)</u>	<u>Total Cost in PKR (inclusive of all applicable taxes)</u>
	<b>Section -1 (200 KVA Diesel Generator)</b>						
1.	Supply, installation, testing commissioning of 200 KVA Generator with turnkey installation (along with allied accessories). This also included local operational training of 5 resources of PRAL along-with certificate (100% as per given scope of work & technical specifications). Five years comprehensive warranty for complete system.	No.	01				
1a.	Supply and installation of ATS (Automatic Transfer Switch) Panel with MOR (Manual Override) options, for two 200kVA diesel generator sets configured in a Master-Slave arrangement. The ATS ensures seamless power transfer between utility power and standby generators and provides redundancy by auto-starting the slave genset if the master fails to start. Power cabling: - 4-core 150 sq.mm PVC/PVC cable for generator to load connection. - 4-core 150 sq.mm PVC/PVC cable for WAPDA-side mains to ATS. - 3-core 2.5 sq.mm control cable for ATS control. - 1 x 90 sq.mm earth cables.  Complete laying, termination, and dressing with cable lugs, glands,	No.	01				



	saddles, and accessories.(100% as per given scope of work & technical specifications). <b>Site visit is must</b>						
<b>Total Cost Inclusive of Taxes for Section-1</b>							
<b>2</b>	<b>Section- 2 (Earth Pits)</b>						
	Earth Pits for 200 KVA & 100 KVA Gensets (100% as per given scope of work & specifications).						
<b>2a.</b>	Excavation of earth pit up to 3m depth (1' x 1')	Each	4				
<b>2b.</b>	Supply and installation of copper earth electrode (3m, 25mm dia) or copper-bonded rod (as per spec)	Each	4				
<b>2c.</b>	Backfilling with soil + Bentonite + Salt + Charcoal mix	Each	4				
<b>2d.</b>	Concrete chamber with RCC slab and inspection cover	Each	4				
	Supply and laying of 70mm <sup>2</sup> copper strip from genset to earth pit (Length as per site)	Meter	As per actual length				
<b>2e.</b>	Welding/Clamping and jointing accessories	Each	2				
<b>2.f</b>	Earth resistance testing and report submission	Job	2				
<b>Total Cost Inclusive of Taxes for Section- 2</b>							
<b>3</b>	<b>Section -3 Civil Work</b>						
	Construct or modify the existing RCC foundation pad to a new RCC foundation pad with vibration isolators, suitable for rooftop installation (if required, based on site conditions; the bidder shall conduct a site survey before submitting the bid)		01				
		Job					



Total Cost Inclusive of Taxes for Section- 3							
4	<b>Section 4-Dismantling, Transportation and Re-installation of 100 KVA Diesel Generator</b>						
	Dismantling, Transportation and Reinstallation of a 100 KVA Diesel Generator Set. This includes execution of all jobs / supply of items for dismantling work at old location, transportation services, installation work at new location (100 % as per Scope of Work given for dismantling Transportation, and Reinstallation of a 100kVA Diesel Generator Set. (Sites visit is must for the job)	Job	01				
Total Cost Inclusive of Taxes for Section- 4							
Total Bid Value Inclusive of Taxes PKR (Section 1+ 2+3+4) =							

#### **Business award Criteria:**

PRAL intends to purchase one (01) 200 KVA Diesel Generator Set with Turnkey Installation, Testing, and Commissioning complete in all respects. This also includes civil & electrical work, earth pits, dismantling transportation and Reinstallation of a 100 KVA Diesel Generator.

Order will be awarded to bidder based on lowest evaluated bid on overall basis. Splitting / partial quotes will not be allowed.

#### **Site Visit Requirement:**

The sites visit is a must for the installation of a new 200 KVA Diesel Generator (including all associated accessories and works and also for dismantling, transportation and re-installation of a 100 KVA Diesel Generator in order to make a comprehensive and accurate assessment for both the jobs

The sites can be visited in coordination with the following representatives of PRAL:

- **Mr. Waqas Barlas**  
Manager (Admin), PRAL  
Cell: 0321-5946404
- **Mr. Hashir Razzaq**  
Jr. Executive (Admin), PRAL  
Cell: 0333-5367901
- **Mr. Waseem Qayyum**





Jr. Network Administrator, PRAL  
Cell: 0322-5613082

The business shall be awarded to the bidder whose financial bid found lowest among the technically qualified bidders.

**Authorized Signatory**

Name \_\_\_\_\_

Designation \_\_\_\_\_

Signature \_\_\_\_\_

Stamp \_\_\_\_\_ Date \_\_\_\_\_



### **Annex-G (Penalty Clauses & Payment Terms)**

1. Any delay in delivery of equipment as per the time frame mentioned in the bidding document will be subject to a penalty @ 10,000/- per day, up to maximum 10% of the total tender cost/value.
2. Upon successful completion of deliverable as per below milestone, the payment shall be made within 30 days after the submission of invoice. No advance payment shall be allowed.

All the payment shall made in the PKR after the deduction of all applicable taxes.

### **Annex – H (Declaration)**

I, \_\_\_\_\_ hereby declare that:

- all the information provided in the technical proposal is correct in all manners and respects.
- and I am duly authorized by the Governing body/Board/Management to submit this proposal on behalf of "[Click here and type the name of organization]"

Name: -	
Designation: -	
Signatures: -	
Date and Place: -	



## Annex – I (Cover Letter)

[Firm letterhead]

[Date]

To

Chief Executive Officer

[Address mentioned in Guidelines]

**Re:** Technical Proposal in respect of [Insert title of assignment]

Dear Sir,

We offer to provide the services for **Supply with Turkey Installation, Commissioning & Testing of 200 KVA GENERATOR (INCLUDING CIVIL WORK, ELECTRIC WORK / EARTH PIT) & DISMANTLING, TRANSPORTATION AND REINSTALLATION OF A 100 KVA DIESELT GENETOAR 100%** in accordance with your tender for Proposal dated [Insert Date of tender advertised]. We hereby submit our technical Proposal including the required documents.

We hereby declare that all the information and statements made in these proposals are true and accept that any misinterpretation contained therein may lead to our disqualification and forfeiting of our bid security. We undertake that we will initiate the delivery of services as per the client's request if our proposal is accepted. We understand that you are not bound to accept any or all proposals you receive.

Thank you.

Yours sincerely,