

PLEASE READ CAREFULLY

- ❖ **Kindly print this Bidding / Tender Document, read carefully, fill, sign & stamp on each page and submit with the technical quotation 02 sets.**
- ❖ Participating bidders are required to submit bids according to the instructions mentioned in this Invitation to Tender (IT). These bids should meet the requirements / criteria illustrated in this IT along with fulfillment of other terms and conditions of the tender.
- ❖ According to PPRA rule 31, no bidder is allowed to alter or modify his bid after the bids have been opened. Moreover, as per rule 36 (b/vi), no amendment in the Technical Proposal is permitted during the technical evaluation. Therefore, in the light of prevailing Govt procedures, requests for amendments in quotations and clarifications leading to change of substance of bid after opening of bids cannot be accepted and bids not conforming to tender requirements are liable to be rejected.
- ❖ Participating bidders are therefore requested to read the bidding document thoroughly and submit their quotes accordingly without any condition in conformance to all tender requirements including Bid / Quote Validity, Delivery Period, provisioning of **10%** Bank Guarantee confirmation etc. for consideration of bid. Bid found non-conforming to tender requirements is liable to be rejected on tender opening date.
- ❖ **Participating firms are to provide particulars of their representative supposed to attend tender opening on behalf of the firm on Phone No. 051-9099-2534 at least 01 day prior to tender opening.**

INDEX**CONTENTS****LIST OF CLAUSES AND ANNEXURES GENERAL PARTICULARS**

CLAUSE	TITLE
1.	INVITATION
2.	CONDITION GOVERNING CONTRACTS
3.	DELIVERY OF TENDER. (SINGLE STAGE TWO ENVELOPE BASIS)
4.	FORM PACB - 002A & PACB - 002B
5.	SINGLE/MULTIPLE OFFERS
6.	DATE & TIME FOR RECEIPT OF TENDER
7.	DELIVERY PERIOD
8.	RIGHTS RESERVED
9.	ADDITION AND DELETION OF STORE
10.	VALIDITY OF QUOTATION
11.	TECHNICAL LITERATURE, SPECIFICATIONS AND INTERCHANGEABILITY
12.	DEVIATION FROM SPECIFICATIONS
13.	PACKING
14.	RESTRICTION OF EXPORT / IMPORT LICENSE
15.	APPLICATION OF OFFICIAL SECRET ACT 1923
16.	EXAMINATION OF SPECIFICATION / SAMPLES
17.	QUOTING OF PRICES
18.	PRICES
19.	COUNTRY OF MANUFACTURE
20.	DISQUALIFICATION
21.	PAYMENT
22.	DOCUMENTS REQUIRED
23.	SECURITY DEPOSIT / BANK GUARANTEE
24.	INSPECTION / ACCEPTANCE OF STORES
25.	CHECKING OF STORE
26.	TENDER OPENING
27.	WITHDRAWAL OF OFFER
28.	TREASURY CHALLAN
29.	SEQUENCE OF QUOTATION
30.	FAX QUOTATION
31.	BID SECURITY
32.	FORCE MAJEURE
33.	ARBITRATION

CLAUSE	TITLE
34.	LITIGATION
35.	RISK PURCHASE
36.	LATE DELIVERY
37.	AUTHORITY TO SIGN DOCUMENTS
38.	REGISTERED SUPPLIER WITH FBR
39.	TERMINATION OF CONTRACT
40.	DISCREPANCY
41.	PRIOR INTIMATION REGARDING SUBMISSION OF QUOTATION
42.	BIDDING CLARIFICATIONS TO TENDER
43.	RESPONSE TIME
44.	SECRECY
45.	NON – DISCLOSURE AGREEMENT

ANNEX “A”	SCHEDULE OF STORES
ANNEX “B” Form PACB-002A	SCHEDULE OF TENDER
ANNEX “C” Form PACB - 002B	UNDER TAKING
ANNEX “D” Form PACB-002C	QUESTIONNAIRE TO BE FILLED IN BY BIDDER
ANNEX “E” Form PACB-002D	SPECIAL INSTRUCTIONS
ANNEX “F”	GENERAL CONDITIONS FOR BG
ANNEX “G”	NON-DISCLOSURE AGREEMENT



**GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE PRODUCTION
PAKISTAN AERONAUTICAL COMPLEX KAMRA**

**INVITATION TO TENDER AND GENERAL INSTRUCTIONS TO BIDDERS
(SINGLE STAGE TWO ENVELOPE BASIS)
(FOR Kamra)**

Tender No [PACB/721/281024023/0789/P-3](#)

Directorate of Central Procurement

Pakistan Aeronautical Complex

Kamra Distt. Attock

Tel: +92-51-9099-2244, 2534

Fax: +92-57-9317491

Email: adcppe1@pac.org.pk

02 May, 2025

To,

PPRA& PAC Websites

Dear Sir,

1. I invite you to tender for supply of [store / services](#) details in the attached **Schedule to Tender** (Form PACB -002A)

2. **CONDITION GOVERNING CONTRACTS** The "Contract" made as a result of this Tender Inquiry shall mean the agreement entered into between the parties i.e. the "Purchaser" and the "Seller" on PACB Contract Form (PACB – 003) in accordance with the law of contract Act, 1872 and those contained in PAC purchase procedures and other special conditions that may be added to given contract for the supply of PAC stores specified therein.

3. **DELIVERY OF TENDER (SINGLE STAGE TWO ENVELOPE BASIS)**

(a) **Technical Offer** It shall contain all relevant specifications along with essential literature / brochure in [duplicate](#) in a separate envelope and clearly marked "**Technical Offer without prices**", tender number and date of opening.

(b) **Commercial Offer** It shall indicate prices quoted in figures as well as in words and clearly marked on face of a separate envelope "**Commercial Offer with prices**", tender number and date of opening.

(c) **Bid Security.** Tender number should be clearly marked on the back side of the Bid Security along with firm's stamp & signature. It shall be sealed in an **envelope separate from technical & financial bids.**

(d) All three “**Envelopes**” should be enclosed in one cover, properly sealed, bearing the address of Directorate of Central Procurement (DCP), PAC, Kamra with “tender number and opening date”.

4. FORM PACB - 02A & PACB - 02B Form **PACB - 02A (Annex ‘A’) & PACB - 02B (Annex ‘C’)** duly filled-in are to be returned with the offer duly signed by the authorized signatory person.

5. SINGLE/ MULTIPLE OFFERS Only one offer can be made in relevant currency for same item. Multiple rates, if quoted, will be rejected. Multiple quotation against the tender will also be rejected.

6. DATE & TIME FOR RECEIPT OF TENDER The tender must reach DCP PACB Kamra by the date and time specified in the Schedule to Tender (PACB – 002A attached). Tenders received after the prescribed date and time will, NOT be entertained. The appointed time will, however fall on next working day in case of closed/forced holiday. Telegraphed / Faxed / Telexed bids will be rejected unless specifically asked for. Tender can also be sent through courier however you are required to intimate this office (DCP) regarding dispatch of quotation through courier giving details of the courier through fax so that courier service may be tracked to ensure your participation in the Tender. In case tender is dispatched by courier then same should reach DCP, PAC at least 01 working day prior to tender opening date. You or your representative may also attend the proceeding (Name / Designation of attendees’ along with copy of CNIC will be required 03 working days prior to tender opening date for arranging their entry).

7. DELIVERY PERIOD Stores are required within minimum possible delivery period **but not later than 04 to 12 weeks after signing of the contract**. Offers with minimum delivery period are likely to be preferred. However, delivery period is to be factual as no extension will be subsequently granted except under unavoidable circumstances beyond control of SELLER or under Force Majeure for which intimation with full justification / evidences is to be dispatched well in advance for consideration.

8. RIGHTS RESERVED PAC Kamra reserves the right to accept or reject any tender and to annul the tendering process and reject all tenders at any time prior to contract award as per rule 33 of PPRA rules 2004 without thereby incurring any liability to the affected Bidder. Moreover, past performance of the firms may also be considered.

9. ADDITION AND DELETION OF STORE The purchaser has the right to increase or decrease the quantity of any item and cancellation of the contract partially or fully without any financial repercussion on either side without assigning any reason within 30 days of signing the contract. Such information will be passed on to the supplier / seller through the fastest means e.g. telephone, telegram or fax etc.

10. VALIDITY OF QUOTATION **The quotation must be valid up to 120 Days.**

11. TECHNICAL LITERATURE, SPECIFICATIONS AND INTERCHANGEABILITY

Offers are to be submitted in duplicate supported by brochures and technical literature in original. Offers must conform to tender specifications. A certificate of complete interchangeability must be endorsed on the quotation for all substitute or in-lieu items, otherwise the same are likely to be rejected. A copy of relevant page of publication must be

attached to prove correctness of offered / interchangeable / in-lieu item. Prices of master, substitute and in-lieu items must be quoted separately. **For any query regarding technical issues, firms may contact Tel Ext 051-90990-2260 & 2664 or Directorate of Logistics ARF PAC Kamra, Attock.**

12. DEVIATION FROM SPECIFICATIONS Stores received at consignee, if found not conforming to the contract specifications will be rejected and replacement in accordance with contractual specifications against rejected stores would be provided to consignee as per delivery schedule laid down in the contract. The replacement will be provided without any additional cost. In case stores are rejected after delivery schedule of the contract, replacement is to be provided at the earliest or by the date advised by Directorate of Central Procurement PAC.

13. PACKING Stores must be dispatched in standard trade packing unless otherwise specified to protect them against any damage. Any loss/damage caused due to poor packing will be recovered from the Supplier. In case items are shipped through sea, packing shall be sea worthy.

14. RESTRICTION OF EXPORT / IMPORT LICENSE Offer subject to restriction of Import/ Export License will not be entertained.

15. APPLICATION OF OFFICIAL SECRET ACT 1923 All matters connected with this inquiry and subsequent actions arising thereafter fall within the scope of the Pakistan Official Secret Act 1923 which forbid providing contractual information to un-authorized / un-concerned person / organization. It is therefore, requested to ensure complete secrecy regarding documents and stores concerned with the inquiry to limit the number of employees having accesses to this information.

16. EXAMINATION OF SPECIFICATION/ SAMPLES When sealed pattern of stores is mentioned in the "Schedule to Tender" these may be seen at the place stated in the schedule and should be examined by you, or competent person on your behalf before the submission of tender.

17. QUOTING OF PRICES Prices are to be quoted as follows: -

- (a) FOR (Kamra) price of the stores (Line-Item Wise).
- (b) The prices must be stated for each item separately both in figures and words. Additional information if any must be linked with entries on the Schedule to Tender (Form PACB – 002A).
- (c) Shelf/ installation life of each item (if applicable) is to be mentioned separately.

18. PRICES The prices quoted must be per unit of issue/ accounting unit as shown in the "Schedule to Tender" inclusive of sales tax/excise duty and surcharges. The breakdown of taxes/excise duty is to indicated separately. The prices must be stated for each item separately both in figures and words in Pak currency. Over writing / erasing in prices will be rejected. Mention GST separately.

19. COUNTRY OF MANUFACTURE Country/ place of manufacture of stores is to be provided along with offer.

20. DISQUALIFICATION Offers are liable to be rejected if: -

- (a) There is deviation from any instruction described in this invitation to tender.
- (b) Offers are found conditional or incomplete in any respect.
- (c) Multiple quotations against the tender.
- (d) Multiple rates are quoted against one item.
- (e) Manufacturer relevant brochure is not attached (in case of equipment or major assemblies of equipment).
- (f) Form PACB-002A, PACB-002B & PACB-002C duly filled – in and signed by the Bidders are not received with the offer.
- (g) Offer received later than appointed date and time.
- (h) Tender specification if not conforming to the offer. In case of equipment/ major assemblies manufacturer's brochures shows specifications different from those given in tender.
- (j) Offer subject to restriction of Export License.
- (k) Over writing / erasing in prices.
- (l) Change in prices by the supplier after opening of commercial offers unless asked by Directorate of Central Procurement PAC.
- (m) Validity of offer is not quoted as required in IT or made subject to confirmation later.
- (n) Offers not accompanied with prescribed tender / Challan fee of Rs. 200/-
- (p) Bid Security not provided.
- (q) Offer with Prior sale condition.
- (q) **Complete IT Document dully filled, signed and stamped on each page by authorized signatory of the firm not provided.**

21. PAYMENT 100% on CRV's with 10% Performance Bank Guarantee.

22. DOCUMENTS REQUIRED Following information's/ copies of document must be provided with Tender: -

- (a) Complete IT Document duly filled, signed and stamped on each page by authorized signatory of the firm.

- (b) Photo copies of valid registration and indexation of foreign principal with PACB/DGDP applicable to the store / equipment offered.
- (c) A copy of letter showing firm's financial capability. Bank statement for last 01 year and other details to ascertain financial capability of firm.
- (d) Copies of audited accounts of the company for the last two accounting years that are prepared in accordance with the International Accounting Standards (IAS).
- (e) Photo copies of General Index number (GID), National Tax number (NTN), Sales Tax registration certificate. Foreign firms are required to provide copy of the company's valid Tax Compliance certificate issued by Revenue Authority of the domiciled country, valid as at the tender closing date.
- (f) Documentary evidence of the company's registration details / Certificate of Incorporation (Legal structure) by a recognized body in the domiciled country. Registration number issued by respective Department of Commerce or concerned department authorising to deal in subject store and export of store.
- (g) List and evidence of certification from recognized international bodies like ISO.
- (h) List of major clients and references (complete with names of contact persons, address and telephone numbers) of which the company has supplied similar items in the last 05 years. Number of years in the business or dealing in similar items may also be mentioned.
- (j) Firm/Supplier name, complete address, contact numbers, and email addresses.
- (k) Undertaking that their firm and their proprietors have not been in litigation/blacklisted by any Govt./Semi-Govt/Autonomous body.
- (l) Any other document if required during procurement proceedings according to Rule 17 of PPRA rules 2004.

Note: Security clearance of firm is mandatory before participation in tender. Firms having applied for security clearance or those intend to apply for security clearance soon after tender date can also participate in tender after submission of following additional documents. However, firm will be required to apply for security clearance immediately after tender submission: -

- (m) In case of foreign supplier photocopy of resident card, passport or equivalent identification card of person signing the tender is to be provided along with 02 passport size photographs.
- (n) Local agents / firms have to submit the copy of CNIC and 02 passport size photographs of person signing tender.

(p) Letter of authorisation from the Manufacturer confirming that the bidder is authorized to deal with the item quoted.

23. SECURITY DEPOSIT / BANK GUARANTEE To ensure timely and correct supply of stores / services, the firm shall furnish an unconditional bank guarantee (BG) from a scheduled bank of Pakistan for an amount 10% of the contract value on a judicial stamp paper of the value of (Rs 100.00) as per prescribed format in the currency same as of contract. The bank guarantee shall be endorsed in favour of **CMA (ISO) Rawalpindi** who is the accounts officer specified in the contract. **CMA (ISO) Rawalpindi** have the like power of seeking encashment at site of the bank guarantee as if the same has been demanded by the purchaser himself. The bank guarantee shall be submitted by the supplier at the time of Contract signing and will remain valid for up to 60 days after completion of warranty period and remain in force till one year ahead of the date given in the contract. If period of contract is extended, the supplier shall arrange the extension of bank guarantee within 30 days after the original period to keep its validity always one year ahead of the extended period.

24. INSPECTION / ACCEPTANCE OF STORES

(a) Stores will be accepted at firm's premises/consignee by the inspector / Inspection officer of the PAC.

(b) Warranty / Guarantee as per format for period of **03 year and spares supportability in case of replacement of any spare for 10 years** will be applicable for stores commencing from the acceptance of store / installation at consignee.

25. CHECKING OF STORE Store will be checked at consignee in the presence of representative of Supplier if he arrives within 15 days after initiation of letter.

26. TENDER OPENING Only authorized person of firm will be allowed to attend tender opening.

27. WITHDRAWAL OF OFFER If the firm withdraws its offer or backs out from providing items won by the firm within validity period at any stage of contract finalization, the Competent Authority may place such firm under Embargo for a period of six months, which may extend up to one year / forfeit the bid money.

28. TREASURY CHALLAN Offer must be accompanied with a challan form of RS 200/- (obtainable from State Bank of Pakistan / Government Treasury) and debit able to **Major Head C02501-20, Main Head 12, Sub Head 'A' Miscellaneous (Code Head 1/845/30)**. Only one offer can be made for same item on one Challan. Multiple offer / rates, if quoted will be rejected.

29. SEQUENCE OF QUOTATION Quotation must be prepared according to the item serial no sequence of Schedule to Tender (Form **PACB-002A**).

30. FAX QUOTATION Fax / Email quotations will not be accepted except when specifically called for under emergency / urgency, however, Fax / Email quotation, if received will only be considered subject to condition that original Performa invoice for each quotation is received within 7 days of Tender Inquiry opening or as advised by procurement agency. In case original quotation is not received within specified time, the offer will be excluded from the competition without any notice to bidder.

31. BID SECURITY The **Bid Security@ 5% (not exceeding Rs. 0.400M)** will be deposited by all firms. Bid Security will be deposited in favour of **CMA (ISO) Rawalpindi** in the form of CDR / Pay order / Demand draft only at the time of tenders opening (with technical quotation), in a separate envelope. Bid Security will be returned to all firms except three commercially lowest bidding firms on finalization of commercial quotes. Whereas Bid Security to the 2nd and 3rd commercially lowest bidders will be returned on signing of the contract. Bid Security of the contract concluding firm will be returned on submission of bank guarantee and on receipt of performance bank guarantee acceptance certificate from **CMA (ISO) Rawalpindi**. Quotations once submitted cannot be withdrawn (Partially/Fully) during validity of the quotation. Firms not complying with the said instructions would be liable for disciplinary action beside forfeiture of the bid money.

Note: - No Quote will be accepted without Bid Security which will be as per IT clause 31. However, Bid Security must be provided in shape of CDR / Pay order / Demand draft only otherwise quotation will be rejected.

32. FORCE MAJEURE “Force Majeure” means any event, act / or other circumstances not being an event, act or circumstances, under the control of the Purchaser or of the Seller. The Seller will notify the Purchaser in writing of any such event within 15 days by Fax/Telex/Telegram of its commencement, which is relied upon by the Seller for its failure to comply with its obligation. The Purchaser have the right to conduct investigations to satisfy itself about the genuineness of the “Force Majeure” event non-availability of raw material for the manufacture of stores, or of export permit for the export of the contracted stores from the country of its origin, not constitute “Force Majeure”.

33. ARBITRATION All matters of dispute or difference, except regarding rejection of stores / Services by the inspector and or cancellation of the contract by the Purchaser arising out of this contract between the parties hereto, settlement of which is not otherwise specifically provided for in this contract, be referred for adjudication to two arbitrators, one to be nominated by each party. Deputy Chairman PAC, Kamra will be nominated Arbitrator from PAC. The Arbitrators, before entering on the reference appoint an umpire by mutual consent, and if they do not agree, a judge of the superior court will appoint the umpire. The arbitration proceedings will be held in PAC Kamra under Pakistani Law. The Arbitration award shall be unspoken.

34. LITIGATION The “Seller” is restricted, not to take the matter in any court of law and not to disclose the matter by mass communication through any mode. In case of any dispute, only Court of Jurisdiction at Attock has the Jurisdiction to decide the matter.

35. RISK PURCHASE In the event of failure on the part of the Seller to comply with the contractual obligations, the contract is liable to be cancelled at his risk and expense in accordance with General Condition Governing Contracts.

36. LATE DELIVERY If the Supplier fails to deliver any or all of the Goods by the Date(s) of delivery or perform the Related Services within the period specified in the Contract, the Purchaser may take following actions: -

- (a) Cancel the contract, and/or.

(b) To purchase from elsewhere stores not delivered, at the risk and expense of the Supplier and without notice to him, or

(c) To recover liquidated damages when the Competent Purchase Officer is satisfied that the failure to supply the stores / services within the scheduled delivery period has been for reasons within the control of the Supplier, and/or if the Government has suffered loss for reasons of belated delivery. These liquidated damages, if imposed, will be recovered at the rate of up to 2% but not less than 1% (depending on the merit of the case as decided by Competent Purchase Officer) of the value of stores / service supplied late per month or a part of a month for the period exceeding the original delivery period, subject to the provision that the total liquidated damages thus imposed will not exceed 10% of the total value of the stores / services delivered late.

(d) The purchaser's decision under this clause shall NOT be subjected to arbitration.

37. AUTHORITY TO SIGN DOCUMENTS Tender must be accompanied by Letter of Authorization to sign the Tender on behalf of the Bidder. Bidder must prove that the person who signs this Tender is fully authorized to bind his establishment / company. Such proof shall be in the form of clear official documents fully legalized by designated authorities in respective countries.

38. REGISTERED SUPPLIER WITH FBR

(a) Only registered supplier who are on Active Taxpayers List (ATL) of FBR eligible to supply goods / services Government Department.

(b) The payment to the registered persons will be linked with the active taxpayer status of the suppliers as per FBR database if any registered supplier is not in ATL his payment should be stopped till he files his mandatory returns and appears on ATL of FBR.

39. TERMINATION OF CONTRACT

The purchaser shall be entitled to terminate this contract for default on the part of supplier. If the supplier becomes bankrupt, or have a receiving order made against him, or compound with his creditors, or being a corporation commences to be wound up, not being a member's voluntary winding up for the purpose of reconstitution or amalgamation, or carries on its business under a receiver for the benefit of its creditors.

In case the Purchaser elects to terminate this Contract, the Purchaser shall give notice in writing to the Supplier to make good the default. Should the Supplier fail to initiate proceedings in order to comply with the notice within 15 days from the date of serving of such notice, the Purchaser may forthwith terminate this contract by notice in writing to the Supplier without prejudice to any rights which may have occurred there under to either PARTY prior to such termination. Termination of the Contract shall be without prejudice to any right of arbitration under the contract hereafter.

If the supplier delays delivery of any Equipment to be supplied to the Purchaser under this Contract for more than 21(twenty-one) days from the time specified for delivery,

thereof or, 15 days for any extension of subsequent delays then the purchaser reserve the right to terminate this contract without prior notice to the supplier and purchase from elsewhere (other firm or country) stores not delivered, at the risk and expense of the supplier. However, intimation to such a cancellation would be affected by registered letter sent to be supplier and without need to legal or judicial or other formalities. In addition, the purchaser will have the right to recover any loss or damage or payment made to the supplier.

Upon termination the Supplier shall refund all such payments for which goods and/or services have not been delivered or rendered. The Supplier shall refund the amount due with interest at 1% above the Libor rate

40. DISCREPANCY The consignee will render a discrepancy report within 90 days after receipt of the material in Pakistan for any discrepancy found in consignment and shortage in quantities for which the seller is responsible to replace short quantity free of cost. If the seller is unable to provide the replacement for the rejected store / short quantities within 90 days, the seller will make a complete refund of any payment received against the rejected store / short quantities to the purchaser. In case of surplus supply by the seller, the purchaser will render to the seller the material delivered in excess at seller's expense. Discrepancy report regarding loss/damage will be immediately lodged with the seller/carrier. Reasonable time be provided to the purchaser to inspect the store. The seller will co-operate with purchaser in filling claims with the carrier. In case the stores on checking / test after receipt at consignee's warehouse are found not conforming strictly to the contract specification and other particular, the Seller shall immediately replace the rejected store by acceptable store free of cost and without any obligation to the Purchaser. If the seller is unable to provide the replacement for the rejected store within 90 days, the seller will make a complete refund of any payment received against the rejected store to the purchaser. Rejected stores will be disposed off by the Seller under his own arrangements within 14 days from the date of rejection and within 72 hours in case of dangerous, infected and perishable stores. In case the seller fails to lift the stores within the above-mentioned stipulated period he will pay storage charges at the following rates. Moreover, the purchaser shall not be responsible or accountable for the safety or security of the rejected stores if not lifted by the seller after the stipulated time period: -

Cost of the Stores Storage Charges

(a)	up to Rs. 1 M	5% per Annum
(b)	Above 1 and up to 5 M	4% “ “
(c)	5 to 10 M	3% “ “
(d)	over 10 M	2% “ “

41. PRIOR INTIMATION REGARDING SUBMISSION OF QUOTATION To avoid misplacement of the quotations, all firms are required to intimate this office regarding dispatch of their quotation through courier giving details of the courier through telephone / fax, so that courier service may be tracked to ensure your participation in the competition.

42. BIDDING CLARIFICATIONS TO TENDER In case any clarification is required regarding tender, firm may contact on following address however, queries in regards to the tender shall only be entertained till one week prior to the deadline for submission of tenders.

(a) **Technical Clarification** Directorate of Logistics ARF PAC Kamra,
Attock. Tel Ext 051-90990-2260 & 2664

(b) **Bidding / Contracting Procedure** Directorate of Central Procurement,
PAC Kamra Tel No 051-9099-2534 (Email: adcppe1@pac.org.pk).

43. RESPONSE TIME: Firms are requested to provide only valid email and telephone numbers for contact and addressing technical queries. It is further highlighted that during TSR due to limited time, firms are requested to respond / reply to queries within time specified in letter/ email in soft and hard copies. In case of late or nil reply/ feedback, that item(s) having query will be rejected without any justification and subsequently will not be entertained at any stage.

44. SECRECY: The name of PAC Kamra should never be disclosed in any form as client. The contract document be kept confidential / secret and must not be shared / mishandled along with no scanning / photocopy etc. and violation would be liable for punitive legal actions including cancellation of contract & confiscation of BG / EM etc.

45. NON – DISCLOSURE AGREEMENT: The firm will provide Non-Disclosure Agreement as per **annexure ‘H’** on stamp paper of Rs. 100/-.


(TILAL MAZHAR)
Squadron Leader
Asstt Dir Central Proc
PAC Kamra
Tel 051-9099-2534

Enclosure: -

- (i) Annex “A” (Schedule of Stores)
- (ii) Annex “B” Form PACB-002A (Schedule of Tender)
- (iii) Annex “C” Form PACB - 002B (Under Taking)
- (iv) Annex “D” Form PACB-002C (Questionnaire to Be Filled in By Bidder)
- (v) Annex “E” Form PACB-002D (Special Instructions)
- (vi) Annex “F” (General Conditions for BG)
- (vii) Annex “G” NON-DISCLOSURE AGREEMENT

SCHEDULE OF STORESTender Inquiry No: - **PACB/721/281024023/0789/P-3**

TENDER SUBMISSION TIME: -

Before 1030 Hrs on opening date

TIME & DATE OF OPENING

1100 Hrs on 20 May, 2025**No further extension in opening date will be granted except under extreme circumstances.**

(**Note:** Firms are requested to read carefully all the paras of IT. Moreover, unit price against same unit of issue as mentioned in IT is to be provided. However, if any change may be required in unit of issue the price must be converted as per IT's unit of issue in separate column. Furthermore, conversion of unit of issue and unit price must be mentioned in commercial quote.)

PROCUREMENT OF WORKSTATION AND UPS 1KVA

S. NO	Part No	Noun	UI	Qty
1	7430-68-900-1058	Work Station Core i7 8 th Gen with 4GB Graphic Card	EA	05
2	5805-68-900-0090	UPS 1KVA	EA	30

TECHNICAL SPECIFICATIONS OF WORKSTATION AND UPS 1KVA

S NO	Noun	Specification
1.	Work Station (Core i7 8 th Gen with 4 GB Graphic Card) / or higher	<ul style="list-style-type: none"> Intel 8th Gen Core i7 8700 – 3.20 GHz Turbo up to 4.6 GHz. 6MB Cache or Better 4GB dedicated Nvidia Graphic Card or Better. 8GB DDR4 RAM 1 TB HDD SSD 256 GB Pre-Installed Windows 10 Professional (64 bit) Surge Protector (Branded) Min 05 Sockets Gigabit Ethernet, Keyboard, Mouse
2.	UPS 1 KVA	<ul style="list-style-type: none"> Output Power Capacity : 700 Watts / 10 KVA, Nominal Output Voltage : 220 to 230 V, Output voltage distortion : Less than 5% at full load, output output frequency (sync to mains) 47-53 Hz for 50 Hz nominal, 57-63 Hz for 60 Hz nominal, Online, pure sine wave, LCD display, 1.5 Hrs backup with maintenance free dry batteries frequency

ACCEPTANCE CRITERIA FOR WORKSTATION AND UPS 1KVA

1. Factory new stock (latest production series).
2. Packing should be proper to with stand stock shock during transit by road.
3. Payment would be made 100% on receipt / acceptance of store as per PAC procedures.
4. Warranty **03 years** and spares supportability in case of replacement of any spare for **10 years**
5. All line items be packed separately/independently without honey combing. Manufacture date and expiry date are to be clearly marked with relevant documents.
6. After submission of quotation, no query regarding IPC / TO will be entertained. Provide all certification with tender documents.
7. Store on receipt will be accepted as per standard specifications after inspection by user and MRF Quality.
8. Quotation is required to be submitted on '**FOR**' basis.
9. Workstation must be V pro Tech Free.
10. UPS must 1 KVA invertor and 150 mah Dry battery.
11. Certificate of conformance from OEM to be provided.

PAKISTAN AERONAUTICAL COMPLEX KAMRA

SCHEDULE TO TENDER

1. Tender Inquiry No **PACB/721/201024023/0789/P-3**
2. Time and Date of opening Tender at **1100 Hrs on 20 May, 2025.**
(No further extension in opening date will be granted except under extreme circumstances).

(1)	(2)	(3)	(4)	(5)	(6)
Item No	Description of stores and specifications	Unit of issue	Qty	Price per unit	Total price

Grand Total _____

Signature of Tenderer
 (Capacity in which signing)

Annexure "C" (Form PACB - 02B)

**UNDER TAKING
(Fill in and Return)**

To,

Member Commercial
Pakistan Aeronautical Complex
Kamra Distt Attock

Dear Sir,

I/We hereby offer to supply to PAC the stores detailed in the Schedule to Tender or such portion thereof as you may specify in the contract at the prices given in Form **PACB-002A (Annexure 'II')** and further agree that this offer will remain valid up to _____ and will not be withdrawn or altered in terms of rates quoted and the condition stated therein on or before this date. I/We shall be bound by your communication of acceptance to be dispatched within the prescribed time.

I/We understood the instructions to Tenders and condition of contract as laid down in Form **PACB-10** titled "**General Conditions Governing Contract**" and thoroughly examine specification / drawing and / or patterns quoted in the Schedule to Tender and am/are fully aware to the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

Yours faithfully

Witness's Signature:

Name:

N.I.C No.

Address:

Signing:

Date:

Signature of Tenderers:

Name:

N.I.C No.

Capacity in which

Address:

Date:

Tele:

Telex/Fax:

Annexure “D” (Form PACB – 02C)

QUESTIONNAIRE TO BE FILLED IN BY BIDDER

Firm is required to provide confirmation of following points and in case of any change, same is to be highlighted in remarks column.

S. No	Description	Yes / No	Remarks
1.	Whether stores offered conform to the specification and confirmation to this effect has been made in the quotation given in Form PACB – 002A .		
2.	Whether deviation from the demanded specification is attached with Form PACB – 002A .		
3.	Whether complete quotation has been submitted in duplicate .		
4.	Whether the prices are exclusive of taxes/duties if so whether taxes/duties have been shown separately.		
5.	Whether Form PACB-002A & 002B duly filled in and signed by the Bidder have been returned in herewith.		
6.	Whether copy of valid registration / business authorization of firm have been enclosed herewith.		
7.	Whether tender fee challan amounting to Rs 200/- has been enclosed herewith.		
8.	Whether details of financial capability (Bank Statement etc.) and financial load of contracts outstanding against your firm have been provided.		
9.	It is confirmed that no Taxes / Duties & Dues payable to Pakistan Govt are outstanding at the part of vendor / firm.		
10.	Copy of NTN OR Equivalent Tax compliance Certificate (for foreign firms) has been attached.		
11.	It is confirmed that firm and their proprietors have not been in litigation / blacklisted by any Govt./Semi-Govt / Autonomous body		
12.	Unit Price has been provided against same unit of issue as mentioned in IT. In case of change in unit of issue, price has been converted as per ITs unit of issue in a separate column along with conversion formula		
13.	All requisite documents as per Para 22 of Invitation to tender have been attached.		
14.	10% PBG will be provided at the time of signing of contract		
15.	Warranty / Guarantee will be provided for required period		
16.	Letter of Authorization to sign Tender Documents on behalf of firm has been attached.		
17.	Offer is without any condition		
18.	Complete IT Document dully filled, signed and stamped on each page by authorized signatory of the firm is provided.		

Dated: _____

(Signature of Bidder & Stamp)

SPECIAL INSTRUCTIONS

Under mentioned information must be provided along with quotation else your quotation will be rejected: -

S. No	Description / Requirement	Remarks / Attached
1.	Delivery Period 04 to 12 weeks	
2.	Warranty period 03 year and spares supportability in case of replacement of any spare for 10 years.	
3.	Quotation Validity up to 120 Days.	
4.	Terms of Payment (As per Para 21 of IT)	
5.	BG% (Confirmation to provide 10% BG)	
6.	Complete Bank address and Account Details for Payment.	
7.	NTN & STRN NO	
8.	Previous Experience (Nature of Business and No of Years in Business)	
9.	Registration Status with PAC	
10.	Signing Authority (Name, Designation, Contact Details)	
11.	Address of firm along with contact No, email etc.	

GENERAL CONDITIONS FOR BG

- (a) To ensure timely and correct supply of stores, the firm will furnish an unconditional Bank Guarantee within 30 days of the signing of the contract from a schedule Bank for an amount of Rs _____ i.e. _____% of the total value of the contract (on a judicial Stamp paper of the value of Rs 100/-). The Bank Guarantee shall be endorsed in favour of **CMA (ISO) Rawalpindi** who is the Account Officer specified in the contract. The **CMA (ISO) Rawalpindi** concerned shall have the like power of seeking encashment of the Bank Guarantee as if the same has been demanded by the purchase officer himself.
- (b) The Bank Guarantees will be of following types with validity and amount has mentioned in each type.
- (i) Bank Guarantee against contract performance. It will be 10% of total value of contract excluding taxes/duties and freight/handling charges etc. It shall remain enforce till 60 days beyond the Delivery Period stipulated in the contract.
 - (ii) Bank Guarantee against Advance/ Down Payment. It will be equal to amount paid in advance /down payment shall remain valid till 60-days beyond the Delivery Period stipulated in the contract.
 - (iii) Bank Guarantee against Warranty Period. It will be for amount 10% of contract value excluding taxes/duties and freight /handling charges, etc. Duration of BG against Warranty Clause is variable. Normally under DPL –15, it is for one year for the general type of equipment / spares. For consumable goods, the warrantee period should also expire after 6 months or when the goods are fully consumed whichever is earlier or as per terms of contract.
- (c) If the supply of store is on warranty, the supplier shall be bound to extend the validity of Bank guarantee for such further reasonable period if so, required by the purchase officer to cover the warranty period.
- (d) If the supplier fails to provide the Bank guarantee within 30 days after signing a contract, such failure shall constitute a breach of contract and the Director purchase shall be entitled to make other arrangements at the risk and expense of the supplier if no other BG / Bid Security of the same supplier for an equal amount is held up for final release, with the purchaser against any other completed contract(s). In the event of unsatisfactory performance or of any breach of terms of the contract, Bank guarantee shall be forfeited to the Govt. at the discretion of the purchaser. On satisfactory performance of the contract, the Bank Guarantee will be returned to the supplier by **CMA (ISO) Rawalpindi** on receipt of instruction from the purchaser i.e. Directorates of Procurements etc.
- (e) In case of FOR tenders / contract it is imperative that BGs are obtained from firms/ suppliers/ agents through scheduled Banks of State Bank of Pakistan so as to safeguard the interest of the state.
- (f) In case of FOB tenders/ contracts, Bank Guarantee is to be obtained preferably from LC opening Bank of Pakistan and through supplier, LC opening Bank abroad. In case the firm does not agree to the aforesaid condition, then BG should at least, be obtained from supplier's country Bank located in Pakistan or any enlisted scheduled Bank of Pakistan in favour of LC opening Bank in Pakistan or any scheduled Bank of Pakistan, and the same will be a Bank-to-Bank Guarantee in favour of **CMA (ISO) Rawalpindi**.

NON-DISCLOSURE AGREEMENT

Supplier information | Disclosing Party

Supplier Address:

Tel:

Fax: Email:

User Information | Receiving Party

Pakistan Aeronautical Complex, Kamra

Tel: +92-051-9099-2534

This Understanding Certificate stipulates the pre-term and conditions agreed and signed between M/S _____ and **Pakistan Aeronautical Complex, Kamra**, Directorate of Central Procurement Contract No _____ dated _____. The design, production, testing/ qualification files pertaining to this contract are shared (and its amendments, if any) including Technical Scrutiny Report (TSR), Acceptance Test Producers (ATPs), PCB Gerber files and Bill of Material (BOM), Mechanical design files and BOM, and all other files related to production, testing and qualification.

Definitions

1. In this Agreement: -

(a) **"Agreement"** shall mean this Non-Disclosure Agreement, including the Recitals.

(b) **"Applicable Law"** shall mean all laws, regulations regulatory requirements, directives, orders, and codes of practice of any relevant jurisdiction applicable to this Agreement as amended and in force from time to time.

(c) **"Commencement Date"** shall mean the date on which this Agreement is signed by both the Parties or as per already signed contract if any.

(d) **"Confidential Information"** shall mean any sensitive information (regardless of form or format, and including, but not limited to, design, processes, drawings, specifications, data, trade, secrets, software, know-how) in the care, custody or control of a Party which is disclosed to or observed by the other Party which is either regarded by the Disclosing Party as confidential and which is notified to the Receiving Party or is disclosed to or observed by the Receiving Party in circumstances in which the Receiving Party ought reasonably to be aware that the Disclosing Party regards the information as confidential, and, in any case,

when disclosed orally or visually, is identified as confidential at the time of disclosure and is promptly (within thirty (30) days at the latest) confirmed and designated in writing as Confidential Information of the Disclosing Party with all protection and restriction as to use and disclosure applying during such thirty (30) days period and includes but is not limited to: -

(e) Any information which is marked **'Confidential'** or **'Proprietary'** of Pakistan Aeronautical Complex, Kamra ' or marked with any other proprietary marking or

which is or could be classified matter under the relevant Pakistani Laws and other law as applicable;

(f) Any information that is protected by as user identification, password or other authentication mechanism; and/or

(g) Any information relating to products, technology, processes, specifications, invention or design, whether patentable or not, used or developed by the Disclosing Party and trade secrets, knowledge, know-how and information of a commercially sensitive nature; and/or

(h) The planned or actual financial or business affairs of the Disclosing Party or customers of the Disclosing Party.

(j) **"Disclosing Party"** shall mean that party which directly or indirectly provides or makes available confidential Information to the other in connection with this Agreement.

(k) **"Keep Confidential"** shall mean not disclosing, using, publishing, communicating, copying, duplicating, causing to be communicated or making available, or any attempt to facilitate or permit these acts to persons who are not parties to this Agreement, except in accordance with this Agreement and unless otherwise agreed in writing by the Parties.

(l) **"Receiving Party"** shall mean that party which receives or obtains Confidential Information directly or indirectly from the Disclosing Party in connection with this Agreement.

Obligations and Restrictions on Disclosure

2. The Receiving Party hereby undertakes to:

(a) Keep Confidential and not disclose to any third party any Confidential Information which may come to its knowledge, either directly or indirectly, except upon express written authorization of the Disclosing Party and use the same degree of care as it uses to protect its own Confidential Information, but in no case less than reasonable care; and

(b) Use Confidential Information only to carry out the obligations relating to the purpose of this Agreement; and

(c) Ensure that any Confidential Information will only be disclosed to its employees, advisors, consultant and contractors on a "need to know" basis; in such case, upon request of the Disclosing Party, the Receiving Party shall notify in writing the identity of the persons to which the Confidential Information is going to be disclosed and the Receiving Party shall ensure compliance by such employees, advisors, consultants and contractors with the rules of confidentiality and protection herein provided; and

(d) Implement all the necessary measures to prevent that its employees, advisors, consultants and contractors may disclose or divulge Confidential Information to third parties; and

(e) Promptly notify the Disclosing Party of any unauthorized use of disclosure of Confidential Information and cooperate with the Disclosing Party's efforts to prevent further unauthorized use or disclosure; and

- (f) Not remove and/or modify any proprietary or confidential marking on the Confidential Information; and
- (g) Comply with Applicable Law on information security, with particular reference to the laws on privacy; and
- (h) Cease to use, copy or reproduce any Confidential Information upon written demand by the Disclosing party.
- (j) All type of shared information, documentation, modules will not be disseminated to any third party in any form. The documentation including codes, sketches, results, analysis sheets etc will not be reproduced/ published or shared in any form i.e. electronic and hard copy. The photocopy of any paw page/section will not be made in any case.
- (k) Any Involved party shall be liable for legal obligations in case of any breach/violation mentioned above. This Agreement may only be modified by a writing signed by an officer of the party to be bound. If any court of competent jurisdiction determines that any provision of this Agreement is invalid, the remainder of the Agreement will continue in full force and effect, and the invalid provision shall be restated to most nearly give effect to its stated intent.
- (l) Return all documentation to CDTL & Directorate of Air Intelligence CRDC (SD) after feasibility and approved utilization.

4. In addition to provisions set forth under Clause 3, the [Receiving Party] agrees to:

- (a) Protect the paper or electronics Confidential Information by implementing all the necessary measures to prevent unauthorized access (i.e. Confidential paper data should be kept in a safety box, while Restricted paper data should be locked in drawers or cabinets; it is highly recommended to keep Confidential and Restricted electronic data in a segregated technical infrastructure with adequate peripheral security systems);
- (b) Do not duplicate confidential and restricted data and exercise strict control in the event of duplication and/or printing of internal Data;
- (c) Use suitable means (e.g. a shredder machine for the paper format) in case where the data must be deleted or destroyed;
- (d) Provide immediate notice to CDTL & Directorate of Air Intelligence CRDC (SD) in the event of a security incident concerning any Confidential Information of CDTL & Directorate of Air Intelligence CRDC (SD) specifying the circumstances of the event and the data involved; information security incidents are both computer incident related to CDTL & Directorate of Air Intelligence CRDC (SD) Confidential Information present in the computer systems of M/S Falcon systems and those regarding the M/S Falcon Systems hardware containing CDTL & Directorate of Air Intelligence CRDC (SD) Confidential Information (e.g., the theft of a computer or computer incident).

Nothing in this Agreement shall require the Receiving Party to Keep Confidential or otherwise maintain the confidentiality of the Confidential Information disclosed, for the Purpose of this Agreement, if:

The release and/or the use and/or the disclosure of the Confidential Information is approved and authorized in writing by the Disclosing Party.

Duration

5. Without prejudice to Clause above, Agreement shall remain in full force and effect from the Commencement Date for a **period of [25] years** after which it shall automatically expire.

Return of Confidential Information

6. In case of expiration and/or termination of this Agreement, the Receiving Party shall lose all the rights to receive, possess and/or make use of Confidential Information provided by the Disclosing Party.
7. In case of expiration and/or termination of this Agreement, or upon written instruction of the Disclosing Party issued at any time during this Agreement, the Receiving Party shall:
- (a) Promptly and irretrievably return or delete, as the case may be any confidential Information stored on any magnetic or optical disk or memory and all information derived from such sources which is in its possession or under its control; and
 - (b) Not retain copies, extracts or reproductions, in any form or means, of Confidential Information, which the Disclosing Party has required the restitution or destruction of as provided for in clause 3 (h); and
 - (c) Provide, upon requested of the Disclosing Party, a signed statement that it has complied in full with its obligations under this Clause-7, together with such reasonable evidence of its compliance, as the Disclosing Party may request.

Assignment

8. Neither Party may assign or transfer this Agreement as well as any of the rights or obligations arising thereunder, other than for the purpose of any internal corporate reconstructions, re-organization or merger, without the prior written consent of the other Party, which consent shall not be unreasonably withheld.

Equitable Relief

9. The Receiving Party acknowledges that any breach or infringement of this agreement may cause serious harm to the Disclosing Party, the amount of which may be difficult to ascertain, and therefore agree that the Disclosing Party shall have the right to apply to any competent court for an order restraining and enjoining any such further infringement and for such other relief as the Disclosing Party deems appropriate. This right of the Disclosing Party is to be in addition to the remedies otherwise available to Disclosing Party. In no event, however, shall either party or any of its respective officers, directors or employees be liable to the other Party hereunder for any indirect, consequential, multiple or punitive damages.

Rights on Confidential Information

10. It is expressly understood and agreed by the Parties that;
- (a) Any Confidential Information exchanged under this Agreement shall remain the property of the Disclosing Party; and
 - (b) The disclosing and provision of Confidential Information under this Agreement by either Party to the other Party shall not be constructed as granting to the Receiving Party any rights, whether express or implied, by license or otherwise, on the matters,

inventions or discoveries to which such Confidential Information pertains or any copyright, trademark or trade secrets; and

(c) All the intellectual property rights pertaining to Confidential Information and data disclosed under this Agreements shall, subject to any right of any other owner, be and remain the property of the Disclosing Party; and

(d) The Receiving Party shall under no circumstances obtain any right on the Disclosing Party's patents, trademark or know-how by reason of this Agreements or by disclosure of Confidential Information hereunder.

Governing Law and Jurisdiction

11. It is agreed by the Parties that;

(a) This Agreement shall be governed by and construed in accordance with the laws of Pakistan, without recourse to its conflict of law provisions.

(b) These parties hereby agree to enter into good-faith negotiations to resolve any dispute arising from and/or in connection with this Agreement. These parties agree to attempt resolution of any claim or dispute before the Parties' respective senior management bodies. If after two weeks such claim or dispute has not been resolved to the mutual satisfaction of the Parties, such claim or dispute shall be submitted to the Parties' respective executive management bodies. If after two weeks such claim or dispute has not been resolved to the mutual satisfaction of the Parties, the Parties hereby agree that said dispute shall be finally settled by the exclusive jurisdiction of the Courts of Pakistan.

Relationship

12. It is agreed by the Parties that;

(a) This Agreement is not intended to constitute, create, give effect to, or otherwise recognize a joint venture, partnership or formal business entity of any kind and the rights and obligation of the Parties shall be limited to those expressly set forth herein.

(b) Nothing in this Agreement shall grant to any Party the understanding and/or the right to make any commitment of any kind, whatsoever, for or on behalf of each Party, without the written consent of the other Party.

(c) This Agreement is not intended to create any obligation on the Parties to enter into any future agreements(s).

(d) The execution, existence and performance of this Agreement shall be kept confidential by the Parties here-to and shall not be disclosed by any Party without the prior written consent of the other Party.

Waiver

13. Failure to exercise, or any delay in exercising, any right or remedy provided under this Agreement or by law shall not constitute a waiver of that or any other right or remedy, nor shall it preclude or restrict any further exercise of that or any other right or remedy. For the avoidance of doubt, no single or partial exercise of any right or remedy provided under this Agreement or by law shall preclude or restrict the further exercise of that or any other right or remedy.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed in two counterparts by their duly authorized representatives and each counterpart shall be deemed to be an original copy of this Agreement.

Pakistan Aeronautical Complex, Kamra

Supplier:
Address:

Dated: -

Dated: -

Directorate of Central Procurement

Dated: -

Declaration of Ultimate Beneficial Owner Information for Public Procurement Contracts.

1. Name _____
2. Fathers Name/ Spouse Name _____
3. CNIC/ NICOP/ Passport No _____
4. Nationality _____
5. Residential Address _____
6. E mail Address _____
7. Date on which shareholding control or interest acquired in the business _____
8. In case of indirect shareholding, control or interest being exercised through intermediary, entries or other legal persons or legal arrangements in the chain of ownership or control, following additional particulars to be provided:

1	2	3	4	5	6	7	8	9	10
Name	Legal form (company/Limited Liability partnership/ Association of persons/ Single Member Company/ Partnership Firm/ Trust/ Any other individual, Body corporate (to be specified)	Date of Incorporation/ Registration	Name of registering Authority	Business Address	Country	E-mail Address	Percentage of shareholding control or interest of BO in the legal person or legal arrangement	Percentage of shareholding control or interest of legal person or legal arrangement in the company	Identity of natural person who ultimately owns or control the legal person or arrangement

9. Information about the Board of directors (details shall be provided regarding number of shares in the capital of the company as set opposite respective names)

1	2	3	4	5	6	7	8
Name and Surname (in block capital)	CNIC No. (in case of foreigner, passport No)	Father's / Husband name in full	Current Nationality	Any other nationality	occupation	Residential address in full or the registered / principal office address for a subscribers other than natural person	Number of shares taken by cash subscribe (in figures and words)

10. Any other information incidental to or relevant to beneficial owner (s).