



PORT QASIM AUTHORITY

BIN QASIM, KARACHI-75020

NOTICE INVITING TENDER

Port Qasim Authority (PQA) under Federal Ministry of Port & Shipping invites sealed bids from the distributors / suppliers / contractors etc. for supply of office Furniture.

2. Interested distributors / suppliers / contractors etc. may obtain Tender documents and items/description/specification along with Terms and Conditions from the office of Manager (Procurement), Stores Department, Port Qasim Authority, Karachi, during the office hours 0900 hours to 1300 hours (Monday to Friday) on payment of Rs. 500/- fee (**non-refundable**) in shape of Pay Order in favour of Port Qasim Authority. Bidding Documents can also be downloaded from PQA and PPRA websites for preliminary and preparatory work only and at the time of submission of the bids the said payment of Rs. 500/- (**non-refundable**) will have to be made to PQA.

3. The bidding shall be by Single Stage one envelope procedure under Rule 36(a) of the Public Procurement Rules-2004.

4. Duly completed Tender Documents with all relevant details alongwith 2% of Contract Price as earnest money in shape of Pay Order in favour of Port Qasim Authority issued by a schedule Pakistani Bank having a minimum of AA-rating located in Karachi shall be submitted in the Office of Manager (Procurement), Stores Department, Port Qasim Authority, Port Qasim, Karachi by **1100 hours** on **14.06.2017**. The Bids shall be opened on the same day at **1130 hours** in the Conference Room Admin Building No.II, Port Qasim Authority in the presence of representatives of firms who may wish to be present. The documents received after due date and time will not be entertained. Bids submitted without earnest money shall be rejected.

5. Port Qasim Authority reserves the right to accept or reject any or all bids as per PPRA-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all bidders.


(MUHAMMAD SAQIB)
Secretary

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PPRA Website: www.ppra.org.pk



GATEWAY TO NATIONAL PROSPERITY

PORT QASIM AUTHORITY

BIN QASIM, KARACHI-75020

No.PQA/ST/P-127/N/16-17

Dated: 18th May, 2017

INSTRUCTIONS TO BIDDERS

Port Qasim Authority (PQA) under Federal Ministry of Port & Shipping invites sealed bids from the distributors / suppliers / contractors etc. for supply of Furniture for the items as here under:

S. #	DESCRIPTION OF ITEMS	A/C Unit	Qty. Req.	Unit Price	GST	Total Amount	Grand Total
1	Conference Table for 20 Person	No	01				
2	Chair Revolving High Back	No	20				
3	Chair Staff / Visitors	No	10				
4	Side Table	No	02				
5	Book Shelf Wooden	No	02				
6	Rostrum	Set	01				
7	Vases with Flowers	No	02				
8	Foot Mats	No	04				

Bid Price: Rs. _____ (Rupees _____ only)

State the GST Rate in figures & words:- _____

2. The tender documents complete in all respects along with 2% Earnest Money in shape of Pay Order in favour of Port Qasim Authority and copy of GST Registration Certificate are to be submitted by 1100 hour on 14.06.2017 in the office of Manager (Procurement), Stores Department, Port Qasim, Karachi. Bids shall be opened on the same day at 1130 hours in the Conference Room, Admin Building No.II, Port Qasim Authority in presence of bidders or their authorized representatives who may like to be present.

3. The method of procurement will be Single Stage one envelope procedure under Rule 36(a) of the Public Procurement Rules-2004.

4. Tender without earnest money will not be accepted.

5. Firm awarded the contract will be responsible to complete the supply as per Supply Order.

6. (1) Sealed bids from the distributors / suppliers / contractors etc. with quoted rates as per specification mentioned are to be submitted.

(2) **All / Only Suppliers / Contractors etc. are eligible.** In case of Authorized Distributors/Suppliers/Contractors etc. the accreditation will have to be submitted.

7. Rates quoted must be valid for 90 days from the date of opening of the tender.
8. Rates quoted should be on the basis of free delivery at Port Qasim Authority Stores Department Bin Qasim Karachi-75020 including all taxes and transportation charges. All delivery risks and consequences shall be of the supplier.
9. Hundred percent (100%) payment will be made on completion of full supply and submission of bill in triplicate, Account No., Name of the Bank to be indicated on the body of the bill to facilitate payment.
10. Liquidated Damages at rate of 2% of the Contract Price per month maximum 10% of the Contract Price will be recovered if supply is not made within the contract period.
11. All type of taxes including GST and professional Tax etc. will be borne by the supplier.
12. Local tenderers registered with NTN & General Sales Tax Collectorate are eligible. Copy of the General Sales Tax Registration Certificate and Income Tax Certificate must be enclosed with the tender. Latest Taxpayer Online Verification by FBR has to be submitted. Foreign Tenderers will have to comply with the relevant tax and other rules after the award of the Contract.
13. Earnest Money of the successful bidder will be released after satisfactory supply. Earnest Money of other bidders shall be released on issuance of Supply Order to the successful bidder.
14. Conditional tenders will not be entertained.
15. The validity of supply period is 30 days the date will be started from the date of issuance of Supply Order.
16. Rates must be quoted for all the required items. If more than one quality of any items is quoted, rates shall be mentioned separately. The successful bidder will be considered on the basis of lowest evaluated bid..
17. Total Bid Price inclusive of GST must be written in figures and words.
18. Bid/quotation and the attached necessary documents/brochures of offered items alongwith complete NIT must be signed and stamped on each page.
19. Bidders should unconditionally sign, stamp and submit the copy of the complete NIT/Instructions to Bidders.
20. If any bidder fails to submit or comply with above, their bid/quotation will be treated as NON-RESPONSIVE.
21. The proposal for award will be rejected if it is determined that the contactor/supplier recommended for award has been engaged directly or through an agent, in corrupt fraudulent, collusive or coercive, practices, as defined in the PPRA - Rules 2004 while competing for the contract in question.
22. Port Qasim Authority reserves the right to accept or reject any or all bids/quotation as per PPRA-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all parties.

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(MUHAMMAD SAQIB)
Secretary