



Government of Pakistan
PAKISTAN TELECOMMUNICATION AUTHORITY
www.pta.gov.pk

INVITATION TO BID FOR PROCUREMENT OF VEHICLES

Pakistan Telecommunication Authority a Telecom Regulator invites sealed bids from the Authorized dealers/ 3S automobile dealers. registered with Income Tax and Sales Tax Departments and who are on Active Tax Payer list of FBR for the procurement of 3 Vans.

- a. 2 x VANS 2700-2800 CC 14 Seater Diesel Engine**
- b. 1 x VAN 2700-2800 CC 17 Seater Diesel Engine**

Bidding documents, containing detailed terms and conditions, method of procurement, Specifications, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification / rejection of bids, performance guarantee etc. are available for the interested bidders at Office of Deputy Director Admin, Pakistan Telecommunication Authority Headquarters, F-5/1, Islamabad. Price of the bidding documents is Rs.200/-. Bidding documents can also be downloaded from www.pta.gov.pk free of cost.

The bids, prepared in accordance with the instructions in the bidding documents, must reach at Office of Deputy Director Admin, Pakistan Telecommunication Authority Headquarters, F-5/1, Islamabad on or before **30 March, 2021 1100 Hrs.** Technical Bids will be opened the same day at 11.30 hours at PTA HQs, Islamabad. This advertisement is also available on PPRA website at www.ppra.org.pk

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16x3

BIDDING DOCUMENTS

1. Sealed bids are invited from well reputed Original Manufacturers of Vehicles or their Authorized 3S dealers/Distributors/Agents who are registered with Income Tax/Sales Tax and on Active Tax Payer list of FBR as per following specifications:

a. **2 x VANS 2700-2800 CC 14 Seater Diesel Engine (Toyota Hiace High Roof Deluxe Tourer or equivalent)**

High Roof 14 Seater, with TURBO INTERCOOLER, 6 speed Manual Transmission, Dual Air Conditioner, Power Steering ABS Brakes, SRS AIR Bags (D+P) Fabric Seats, Front & Rear Seat Belts, Front & Rear Heater, Auto Doors, Fog Lamps, color white, with standard tools.

b. **1 x VAN 2700-2800 CC 17 Seater Diesel Engine (Toyota Hiace High Roof Deluxe or equivalent)**

High Roof 17 Seater, with TRUBO INTERCOOLER, 6 speed Manual Transmission, Dual Air Conditioner, Power Steering ABS Brakes, SRS AIR Bags (D+P) Fabric Seats, Front & Rear Seat Belts, Front & Rear Heater, color white, with standard tools.

2. The procurement of vehicles will be made according to Rule 36(b) of Public Procurement (PP) Rules, 2004 i.e; Single stage – two envelope procedure.

Procedures of open competitive bidding.- Bidder will be selected after an open, competitive and transparent bidding process in accordance with Public Procurement Authority (PPRA) Ordinance 2002, and Rules, Regulations and Guidelines made thereunder.

- (i) Save as otherwise provided, a Single stage, Two envelopes procedure as per Rule 36(b) read with rule 37 (a) of the Public Procurement Rules, 2004 as amended (the "Rules") shall be opted.
- (ii) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- (iii) the envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion;
- (iv) initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened;
- (v) the envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened;
- (vi) PTA shall evaluate the technical proposal in a manner prescribed as per the criteria at Sr. 5 below in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
- (vii) during the technical evaluation no amendments in the technical proposal shall be permitted;
- (viii) the financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
- (ix) after the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals

of the technically accepted bids only. The financial proposal of bids found technically non- responsive shall be returned un-opened to the respective bidders; and

(x) the bid found to be the *[most advantageous bid] shall be accepted.

3. Each bid shall comprise a single package containing separate technical and financial proposal in sealed envelope. Technical proposals shall be opened and evaluated by Technical Evaluation Committee as per the Evaluation criteria at Sr. 5 below.

4. Financial bids of technically qualified bidders shall be opened and evaluated in the manner prescribed in the bidding document by Procurement Committee (PC)-1 of PTA.

5. Technical Evaluation Criteria:

The bidders must fulfill following Mandatory requirements, failing which the technical bids shall be disqualified:-

- a. A bid security @ 2% of bid price in shape of demand draft/ pay order in favor of Pakistan Telecommunication Authority, is required to be submitted along with the Financial Proposal failing which bid shall be rejected. In case of acceptance of bid, the amount of bid security shall be retained for 6 months after delivery of vehicles. Bid security of unsuccessful bidders shall be returned on issuance of supply order.
- b. Copy of NTN and GST and Active Tax Payer proof.
- c. An undertaking on stamp paper of Rs. 100 that the firm has not been blacklisted by PPRA or any other government department in the past.
- d. Proprietorship of a well-established Authorized dealers/ 3S automobile dealers in Islamabad/Rawalpindi is must. Authorized distributor/dealership letter from original manufacturer or its partner in Pakistan” may also be provided.
- e. Minimum warranty of vehicles up to 100,000 KMs or 3 year, whichever is later to be attached on letter head.
- f. The quoted vehicles must meet the specifications at Sr. 1 above.

Note: All supporting documents for Sr. 4 above shall be attached with technical bids.

6. Bid validity will be 60 days of bid opening.

7. Performance Guarantee equivalent to 4% of the signed Agreement value will be submitted by the successful Bidder, which is mandatory. Bid security will be adjusted against performance guarantee. The amount of performance guarantee shall be retained for 6 months after delivery of vehicles.

8. The vehicles shall be strictly in accordance with the specifications/requirements. Delivery of vehicles shall be made within 4 Months of award of supply order.

9. The delivery of any inferior quality is liable to rejection. In such an eventuality, neither the security will be refunded nor would the PTA be obliged for any monetary compensation to the firm concerned. Any payment made by PTA shall also be refunded by the bidder.

9. Payment will be made after acceptance of bids and signing of Agreement through cheque with production of pre-receipt bills for advance payment in favor of original manufacturer.
10. The rates have to be quoted on attached financial bid form. Cutting/overwriting and fluid used bids shall not be accepted.
11. The rates shall be inclusive of all applicable taxes, freight, insurance charges etc
12. The bidders may forward their proposals as per above instructions to the undersigned latest by 30th March 2021 at 1100 hours. Technical Bids will be opened the same day at **11.30 hours at PTA HQs, Islamabad.**
13. The supply order shall be issued to the bidder offering lowest price subject to meeting the mandatory requirements as referred at Sr. 5 above.
14. PTA reserves the right to accept or reject the bidding process as per PP Rules, 2004.

(Zahid Mumtaz Malik)
Deputy Director (Admin)
051-2878151

FINANCIAL PROPOSAL

1. The bidders will quote their prices as per following format:-

S #	Description	Unit Price	Qty	Sales Tax	Total
a.	<u>2 x VANs 2700-2800 CC 14 Seater Diesel Engine (Toyota Hiace High Roof Deluxe Tourer or equivalent)</u>		2		
	High Roof 14 Seater, with TRUBO INTERCOOLER, 6 speed Manual Transmission, Dual Air Conditioner, Power Steering ABS Brakes, SRS AIR Bags (D+P) Fabric Seats, Front & Rear Seat Belts, Front & Rear Heater, Auto Doors, Fog Lamps, color white, with standard tools.				
b.	<u>1 x VAN 2700-2800 CC 17 Seater Diesel Engine (Toyota Hiace High Roof Deluxe or equivalent)</u>		1		
	High Roof 17 Seater, with TRUBO INTERCOOLER, 6 speed Manual Transmission, Dual Air Conditioner, Power Steering ABS Brakes, SRS AIR Bags (D+P) Fabric Seats, Front & Rear Seat Belts, Front & Rear Heater, color white, with standard tools.				
	<u>GRAND TOTAL</u>				

1. The bid should inclusive of all applicable taxes and freight, insurance charges (if any). Break up of such taxes and charges shall also be provided by the bidder.
2. This financial proposal will be valid from 30th March, 2021 to 31st May, 2021. (Minimum 2 months from date of opening of bids).
3. The rates have to be quoted on attached financial bid form. Cutting/overwriting and fluid used bids shall not be accepted.

Date: _____

Signature and Stamp: _____

Place: _____

Name: _____

TERMS & CONDITIONS

1. No offer of a supplier/firm/Company will be considered for bidding if:-
 - a. The bid is not prepared and submitted by following the instructions given in bidding documents.
 - b. The bid is incomplete.
 - c. Received without earnest money and /or found with less amount of earnest money than required financial extent.
 - d. Received later than the date and time fixed for bid submission.
 - e. Submitted to other than the venue specified in the terms and conditions of this bid notice/bidding documents.
 - f. The bid is unsigned/ unstamped
 - g. The offer is ambiguous.
 - h. The bid is submitted with wrong pattern/method of bidding.
 - i. The bid is not properly covered and sealed.
 - j. The offer is conditional.
 - k. The offer is from a firm which is black listed, by any Govt. Office.
 - l. The offer is received by telephone/telex/fax/telegram.
 - m. Any unsigned/ambiguous erasing, cutting/overwriting etc. is made
2. The potential bidders needing any clarification regarding bidding procedure and/ or terms & conditions of tender may raise their query (in written) and seek guidance prior to bid closing date.
3. Withdrawal of bid during validity period or bids evaluation process is strictly prohibited.
4. The successful bidder/contractor will be placed with PTA procurement contract in form of supply order or written agreement as the case may be, containing the terms and conditions under prevalent public procurement rules/ PTA policy.
5. The contractor will be legally bound and obligated toward terms & conditions of contract as specified and established in supply order/work order/contract agreement and determined later by the PTA in lieu of performance and execution of contract and/or liquidate damages subject to exception of circumstances invoked and enforced by the situation of “**Force Majeure**”.
6. PTA is authorized to vary quantities and time of supply order placement or as decided latterly according to its requirement.
7. PTA reserves the right to accept or reject any or all tenders as a whole or in part as specified by Rule 33(1) of PP Rule, 2004. The decision in this regard will be firm, final and binding on all bidders.

Undertaking

We have carefully read the terms and conditions mentioned in bidding documents for the reference bid. We accept all these terms & conditions unconditionally.

Name of Bidder Firm/Company: _____

Name & Designation of Authorized Official: _____

Signature: _____

Date: _____

Company Stamp: _____