

TECHNICAL PROPOSAL

BID DOCUMENTS

**FOR SUPPLY, COMMISSIONING AND INSTALLATION OF
VARIOUS MACHINES AS PER ANNEXURE C-1 TO C-16
THROUGH
NATIONAL COMPETITIVE BIDDING
AT
KARACHI TOOLS, DIES & MOULDS CENTRE**

*Sector no 38, NC No24 Adjacent to Pakistan Refinery Limited,
Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan
Ph: (92-21) 35120501 & 35120499 - 500 Fax: (92-21) 35121890*

Issued To: _____

Date of Issuance: _____

Important Note:

The bidder shall stamp and sign every page of the bidding documents. The bidder shall seal the bidding documents in an envelope & affix stamp thereto. Name of the Items offered shall be mentioned conspicuously on the envelope.

Envelops shall:

- a) Be addressed to "Procurement Department, Karachi Tools, Dies & Moulds Centre Sector 38, Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan".
- b) Bear the words, "Invitation to bid for Machines (Technical Proposal) Tender # 79/KTDMC/2020-21".
- c) Bear the words, "DO NOT OPEN THE BID BEFORE November 09, 2020 at 10:30 a.m.".

TENDER NOTICE

Tender # 79/KTDMC/2020-21

1. Karachi Tools, Dies & Moulds Centre (KTDMC) invites sealed bids from the reputable National bidders registered with tax authorities and who are on active taxpayers list of the Federal Board of Revenue.
2. Sealed bids are invited from reputable and eligible bidders for the following items on DDP basis:

S.NO	ITEM NAME		
1	Laser Marking Machines	2	3D Printer
3	Grinder	4	Muffle Furnace
5	Dryer	6	Propeller Fan
7	Panel AC	8	CNC Machine Cards
9	Electric, Argon & CO ₂ Welding Machines	10	90 Degree Angle Head for CNC Machining Centre
11	AVR with Surge Protection 20 & 30 KVA	12	Spindle Cooler

3. Bidding documents, containing detailed terms and conditions are available at the given below address can be collected against fee of **Rs.500/-** (non-refundable) in the shape of demand draft or pay order in favor of **"Karachi Tools, Dies & Mould Centre"** from **October 23, 2020 to November 09, 2020** Monday to Friday between 9:00 a.m. to 5:00 p.m. Bidding documents can also be downloaded from www.ktdmc.com free of cost.
4. The bids must be prepared in accordance with the instructions in the bidding document. It is a **"Two stage bidding procedure"**. In **first stage** a 'Technical Proposal' without price must reach at below address in sealed envelope marked as **"Invitation to Bid for Machines (Technical Proposal)"** on or before **November 9, 2020 (10:00 a.m.)**. Technical proposal will be opened on the same day at **10:30 a.m.** in the presence of bidders or their authorized representatives who intent to be present. In **second stage** revised 'Technical Proposal' (if any) along with "Financial Proposal" including bid security amounting to **02% of the total bid price** shall be submitted in the shape of Pay Order/ Demand Draft/ Bank Guarantee in favor of **"Karachi Tools Dies & Moulds Centre"**, valid for a minimum period of **120 days**. Both Technical and Financial proposal shall be opened at the time and date communicated in advance to all bidders.
5. Bid which do not comply with our conditions or submitted after date and time prescribed shall be rejected and returned.
6. This advertisement is also available on www.ppra.org.pk & www.ktdmc.com

Procurement Department

Karachi Tools, Dies & Moulds Centre

**Sector no 38, NC No24 Adjacent to Pakistan Refinery Limited,
Korangi Creek Industrial Park, Korangi Creek Road Karachi,
Pakistan Ph: (92-21) 35120501 & 35120499 - 500 Fax: (92-21)
35121890 Website: www.ktdmc.com**

A company set up under section 42 of Companies Act, 2017 and approved as a Non-Profit Organization under section 2(36)(c) of Income Tax Ordinance, 2001.

INSTRUCTIONS TO BIDDERS

A. GENERAL

i. Scope of bid

Sealed bids are invited for the supply, commissioning, installation and successful inspection of various machines as per annexure C-1 to C-16.

ii. Qualification of the bidder

By submission of documentary evidence in its bid, a bidder must establish to the KTDMC's satisfaction that it has the financial, technical, and production capability necessary to perform the Purchase Order.

iii. Cost of the bid

The Bidder shall bear all costs associated with the preparation and submission of its bid, and KTDMC will in no case be responsible or liable for those costs.

iv. Inquiry of the bid

Bidder may visit KTDMC premises and review the relevant documents and conduct site survey by the permission of the KTDMC but such permission shall only be allowed on application made in writing by the bidder at least four days before the date of closing the bid.

v. Eligible bidders & bid

The invitation is open to all prospective suppliers who have complete support and service facilities and has well trained staff and experts.

vi. Two stage bidding procedure:

a) First stage

- The bidders shall first submit a technical proposal without price, according to the required specifications as per annexure C-1 to C-16.
- The technical proposal shall be evaluated in accordance with the specified evaluation criteria and may be discussed with the bidders regarding any deficiencies and unsatisfactory technical features.
- After such discussions, all the bidders shall be permitted to revise their respective technical proposals to meet the requirements of the procuring agency.
- The procuring agency may revise, delete, modify or add any aspect of the technical requirements or evaluation criteria, or it may add new requirements or criteria not inconsistent with PPRA rules, 2004.
- Those bidders who are not willing to conform their respective bids to the procuring agency's technical requirements will be allowed to withdraw from the bidding without forfeiture of their bid security.

b) Second stage

- The bidders, whose technical proposals or bids have not been rejected and who are willing to conform their bids to the revised technical requirements of the procuring agency, shall be invited to submit a revised technical proposal along with the financial proposal.
- The revised technical proposal and the financial proposal shall be opened at a time, date and venue announced and communicated to the bidders in advance.

- The revised technical proposal and the financial proposal shall be evaluated in the manner prescribed above. The bid found to be the lowest evaluated bid shall be accepted.

B. THE BIDDING DOCUMENTS

i. Contents of bids

This bidding document (technical proposal) be completed and returned to KTDMC together with the following documents, in accordance with the instruction to bidder.

Technical proposal at the time of first stage:

- Covering letter with company profile including details of after sale services.
- Tax documents (NTN & GST/FBR Certificate).
- Affidavit on Judicial stamp paper of Rs.100 that company is not black listed.
- Specification in accordance with annexure “C-1 – C-16”.
- Brochures and booklet of the specification of offered.
- Operations manuals if any.

ii. Clarification of bidding documents

A prospective Bidder requiring any clarification of the Bidding Documents may notify the KTDMC in writing at the KTDMC’s address at least four working days before tender opening.

C. PREPERATION OF BID

i. Language of bid

The bid prepared by the Bidder and all correspondence and documents related to the bid exchanged by the Bidder and the KTDMC shall be written in English language.

ii. Participation in tender

A bidder may bid for a single machine or a multiple machines. Price of every machine should be bid separately. Bid for every machine shall be compared individually.

iii. Acceptance of bid

KTDMC reserves the right to ACCEPT or REJECT any or all Bids, as per PPRA rules, 2004.

D. SUBMISSION OF BIDS

i. Sealing and marking of bids

The bidder shall seal the bidding documents in an envelope & affix stamp thereto
Envelops shall:

- Be addressed to “Procurement Department, Karachi Tools, Dies & Moulds Centre Sector 38, Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan”.
- Bear the words, “Invitation to bid for Machines (Technical Proposal) Tender # 79/KTDMC/2020-21”.
- Bear the words, “DO NOT OPEN THE BID BEFORE November 09, 2020 at 10:30 a.m.”
- Bear the name, address and contact number of the bidder at which the bid could be returned unopened, if it is declared “LATE”.

ii. Deadline for submission of bids

Last date for submission of bid is **November 09, 2020 at 10:00 a.m.** Bid will be open on same day at **10:30 a.m.**

iii. Late bids

Any bid received by the KTDMC after the bid submission deadline prescribed by the KTDMC in the document will be rejected and returned unopened to the bidder.

iv. Modification or withdrawal of bids

A bidder may modify or withdraw its bid after submission, provided that written notice of the modification or withdrawal is received by the KTDMC prior to the deadline prescribed for bid submission.

E. BID OPENING AND EVALUATION

i. Opening of bids by KTDMC

The bid shall be opened in the office of KTDMC, Sector 38 NC No-24 Korangi Creek Industrial Park, adjacent to Pakistan Refinery Ltd. Korangi Creek Road Karachi Pakistan.

The KTDMC will open all bids as per single stage bidding procedure, including withdrawals and modifications, in public, in the presence of bidders" or their representatives who may choose to attend, at the time, on the date and at the place specified in the bid document. Bidders" representatives shall sign a register as proof of their attendance.

ii. Minutes of the bid opening meeting

The KTDMC will prepare minutes of the bid opening in the form of opening statement, including the information disclosed to those present in the meeting.

iii. Clarification of Bids

During the bid evaluation, the KTDMC may, at its discretion, ask the bidder for a clarification of its bid. The request for clarification and the response shall be in writing.

iv. Preliminary examination of bids

KTDMC will examine the bids to determine whether they are complete and generally in order without any computational errors.

The KTDMC may waive any minor informality, nonconformity, or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.

Prior to the detailed evaluation, the KTDMC will determine whether each bid is of acceptable quality, complete, and substantially responsive to the bidding documents.

Arithmetical error will be rectified on the basis, if there is any discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity, or between subtotals and the total price. If there is a discrepancy between words and figures, the amount in the words will prevail. If a bidder does not accept the correction of errors, its bid will be rejected.

If a bid is not substantially responsive, it will be rejected by the KTDMC and may not subsequently be made responsive by the Bidder by correction of the nonconformity. The KTDMC"s determination of bid responsiveness will be based on the contents of the bid itself.

v. Evaluation and comparison of bids

Bidding committee will evaluate the items being offered. Following criteria will be observed for the selection of items.

- "PRELIMINARY EXAMINATION AND ASSESSMENT OF QUALIFICATIONS" are the minimum mandatory conditions that bidder must meet for submission of bidding documents. These requirements are assessed as either being 'Responsive' or 'Non-Responsive' by bidder during the first stage of evaluation of their submission. Non-

Responsive in conditions for participation will eliminate a bidder from further consideration.

- The evaluation of items should be strictly in accordance with the specifications given in annexure. Therefore specifications provided in this bidding document constitute a minimum standard, which bidder must fulfill. Bids which do not reach these standards are not-complaint. Specifications which are equal or exceeding the standards are responsive. The evaluation is conducted on a complaint or not-compliant basis.

vi. Contacting the KTDMC

From the time of bid opening to the time of Purchase Order, if any bidder wishes to contact the KTDMC on any matter related to the bid, it should do so in writing.

If a bidder tries to directly influence the KTDMC or otherwise interference the bid evaluation process and the Purchase Order award decision, its bid may be rejected.

F. POST-QUALIFICATION AND AWARD OF PURCHASE ORDER

i. Post-qualification

KTDMC will determine to its own satisfaction whether the bidder that is selected as having submitted the lowest evaluated bid or for any other reason is qualified to perform the contract period satisfactorily.

KTDMC will also evaluate the bidder's financial and technical capabilities on the basis of examination of the documentary evidence of the bidder's qualifications, as well as other information that KTDMC deems necessary and appropriate. The determination may include visits or interviews with the client of the bidder given as reference in its bid, site inspections, and any other measures that it may deem necessary. At the time of post-qualification KTDMC may also carry out tests to determine that the performance or functionality of the „Scope of Works“ offered meets the standard requirements of KTDMC.

ii. Award Criteria

KTDMC will award the purchase order to the bidder whose bid has been determined to be substantially responsive and the lowest evaluated bid, provided further that the bidder has been determined to be qualified to perform the purchase order satisfactorily.

iii. Notification of Award

Prior to the expiration of the period of bid validity, KTDMC will notify the successful bidder in writing by registered letter, or by electronic means to be subsequently confirmed in writing by registered letter, that its bid has been accepted.

iv. Purchase Order

After completion of bid procedure and award of contract to successful bidders, the successful bidder will be bound to terms & condition mentioned in bidding documents.

v. Warranty

- The bidder further warrants that the services to be carried out under the purchase order will conform to generally accepted professional standards and engineering principles in Pakistan.
- The bidder shall provide warranty as per Annexure C-1 to C-16.
- Warranty will be as per standard.
- KTDMC shall promptly notify the qualified bidder in writing of any claim arising under the warranty.

- Upon receipt of such notice, the bidder shall promptly but not later than seven working days of such request, respond in writing about repairs and replacement.
- If the bidder, after having been notified, fails to provide remedy for the defects in accordance with the purchase order and specification, KTDMC may proceed to take such remedial action as may be necessary, at the supplier's expense. The supplier's warranty pursuant to the clause is without prejudice to any other rights or remedies available to KTDMC.

vi. Delivery time or completion schedule

Selected firm will be bound to supply / deliver of Machinery by using their own transportation. Machinery is to be delivered according to schedule.

- The time for delivery & successful installation of the machinery at KTDMC will be followed as per attached annexure.
- No extension of time is allowable unless it is due to change of specifications of each set of Machinery, notified in writing by the Buyer or due to force majeure as envisaged in Clause M, hereunder.
- Provided that the extension of time as aforesaid shall only be applicable to a specific set of Machinery for which the certain situation arises as discussed in sub-clause (ii), above.
- The Supplier shall demonstrate to the buyer satisfaction that it has used its best endeavors to avoid or overcome such causes for delay, and both parties will mutually agreed upon remedies to mitigate or overcome such causes for delay.
- Buyer shall have the right to claim from the supplier payment of percentage equal to one tenth of one percent of the price of each item of the supplies not timely delivered for each calendar day, of delay, provided, however, that the total claim of payment shall not exceed ten (10) percent of the price of such incomplete items, or without prejudice to the provisions
- Supplier shall not be liable for delay of delivery & installation of Machinery if caused by Force Majeure.

vii. Spares & Accessories

The supplier shall ensure the availability of spare parts and accessories for 10 years.

viii. Applicability of Pakistan's Laws

Anything contained in the documents which are in contraventions of the laws shall be considered as null and void.

ix. Indemnity

- The Supplier shall undertake to indemnify KTDMC against any defects or shortfalls in the Machinery.
- The Supplier shall undertake to indemnify the KTDMC against any infringement of any intellectual property rights in respect of the Machinery.

x. Termination

- KTDMC may, without prejudice to any other remedy for breach of contract/purchase order by written notice of default sent to the bidder, terminate the purchase order in whole or in part.
- KTDMC shall have the right to terminate/cancel the purchase order concluded between the bidder and KTDMC, if:

- The bidder fails otherwise to perform, fulfill or comply with terms & conditions, regulations and requirements of the purchase order to carry out the work in accordance with the provisions thereof or abandons the shipment.
- The bidder becomes bankrupt or insolvent or makes an assignment for the benefit of its creditors.

xi. Inspection & Test:

- The purpose of the inspection is to verify and confirm that the Machinery is in accordance with specification stated in bidding documents and annexure.
- The supplier is liable get the machinery and its components/parts physically verified to the buyer
- Supplier shall be liable to furnish calibration and test report of the manufacturer.
- Successful testing of machinery includes
 - a. Installation.
 - b. Commissioning
 - c. Training
- If any inspected or tested Machinery fail to conform to the specifications, KTDMC may reject the supply and the supplier shall either replace the rejected machinery or provide alternatives to meet the requirements of the specifications to the satisfaction of the KTDMC free of cost.

Download Technical Annexure C-1 to C-16

[Download Technical Annexure C-1](#)

[Download Technical Annexure C-2](#)

[Download Technical Annexure C-3](#)

[Download Technical Annexure C-4](#)

[Download Technical Annexure C-5](#)

[Download Technical Annexure C-6](#)

[Download Technical Annexure C-7](#)

[Download Technical Annexure C-8](#)

[Download Technical Annexure C-9](#)

[Download Technical Annexure C-10](#)

[Download Technical Annexure C-11](#)

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