



Karachi Tools, Dies & Moulds Centre

A subsidiary of Pakistan Industrial Development Corporation (PIDC)
Ministry of Industries & Production, Government of Pakistan

Tender# 86/KTDMC/2020 -21

PRE-QUALIFICATION DOCUMENT

PRE-QUALIFICATION OF SUPPLIERS, VENDORS, IMPORTERS & MANUFACTURERS FOR COPPER AND BRASS

Issued to: _____

Issued on: _____

Karachi Tools, Dies & Moulds Centre



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1- INTRODUCTION

Karachi Tools, Dies & Moulds Centre intends to Pre-qualify Suppliers, Vendors, Importers and Manufacturers of Forged Copper 99.99% Pure and Brass Hexagon Shafts in order to streamline its Procurement procedures till December 2022.

All reputable and established firms are invited to apply for the participation in the Pre-qualification Process and submit the attached Pre-Qualification forms.

A transparent evaluation method shall be adopted for the purpose of Pre-Qualification of the applicant's capabilities in respect of vital elements of applicant's organization and capacity to perform thus enabling them to participate in KTDMC Bids. Each Supplier or Vendor's performance in terms of quality, delivery, credit terms and other contractual obligations will be closely monitored and periodically reviewed during the contractual period.

Apart from issuing the press tender, KTDMC will issue the RFQ/Scope of Work in favor of Pre-Qualified Suppliers, who have been registered in that particular category (thru e- mail, fax, and/or courier).

KTDMC will process all the procurements in accordance with the policy defined and specified under PPRA Rules by the Government of Pakistan.

Supplier, Vendors, Importer and Manufacturers will be Pre-qualified under following classification:

Prequalification documents are available at KTDMC Office 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 **February 1, 2021 to February 15, 2021 between 9:00 a.m. to 5:00 p.m.**

Interested parties are requested to submit their prequalification documents and company's profile with covering letters in sealed envelopes marked as **"Application for Pre-qualification"** on below address before or on **February 16, 2021 (10:00 a.m.)** Envelops will be open on same day at **10:30 a.m.** in the presence of applicants or their authorized representatives who intend to be present. KTDMC reserves the right to accept / reject any or all application as per PPRA rules, 2004.

Duly filled forms with authorize signature & company's seal can be sent / forward in sealed envelope to Procurement Department either through Courier or by hand.

Envelops shall:

- a) Be addressed as "Procurement Department, Karachi Tools, Dies & Moulds Centre Sector 38, Korangi Creek Industrial Park, Korangi Creek Road Karachi, Pakistan".
- b) Bear the words, "KTDMC" "DO NOT OPEN THE BID BEFORE (date and time of opening)"

2- PREQUALIFICATION FORM

Particulars

Company Name			
National Tax No.(NTN)		Sales Tax Registration No.(STRN)	
Company's Date of Formation			

Please attach copies of NTN and GST Registration

Title of Firm	Private Limited	<input type="checkbox"/>	Sole Proprietor	<input type="checkbox"/>	Joint Venture	<input type="checkbox"/>	Partnership	<input type="checkbox"/>
Type of Business	Manufacturer	<input type="checkbox"/>	Authorized Distributor	<input type="checkbox"/>	Trader	<input type="checkbox"/>	Others	<input type="checkbox"/>

Registered Office Address			
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

Branch Office Address			
City/Town		State/Province	
Country		Postal Code	
Phone		Fax	

Factory / Workshop Address			
City/Town		State/Province	
Country		Postal Code	
Phone		Fax	



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COMPANY / SUPPLIER BANKING DETAILS

Bank (s) Name			
Title of Account			
Account Number		Branch Code/Name	
Type of Account		City / Country	

Owner Name		National ID Number	
Mailing Address			
Phone		Fax	
Email			

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COMPANY / SUPPLIER PROFILE

1	Primary Business Details	1	
		2	
		3	
		4	
2	List of Items / Goods	1	
		2	
		3	
		4	
3	Detail of Authorization in case of Trader/Importer (Attached copy of Letter/Certificate)	1	
		2	
		3	
		4	
4	Any Other Information that supplier may like to provide		

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List of Customers/Client (Companies/Organization/Business)

S. No	Name of Company/Organization	Current Business / Scope of work	No. of Years	Annual Contract Volume
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

(Attached Purchase orders / Contracts)



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Quantum of business with KTDMC during past one year

S. No	Type of business/Contracts	Year of Orders	Value of Orders (PKR)
1			
2			
3			
4			
5			

The information given above is true to the best of our knowledge; we undertake to inform KTDMC of any changes that may take place later in the status of company in business / agency or the management.

The terms and conditions attached have also been read and certificate signed.

Authorized Signature: _____

Name: _____

Designation: _____

Date: _____

Note: In case of insufficient space against any column, please attach separate sheet (s) for details /information.



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3- SALES / MARKETING/TECHNICAL FORCE OF THE FIRM

List of Staff of the firm

No.	Name	Designation	Qualification	Years of Service	Experience	Responsibilities
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

5- CONDITIONS OF PURCHASE

Karachi Tools, Dies & Moulds Centre, a subsidiary of PIDC hereinafter termed as "the Company". The person, firm or Company supplying the goods is hereinafter termed as "the suppliers". Following Conditions of the Purchase are agreed by the Supplier.

1. Acceptance of the Purchase Order:

The supplier will confirm the Acceptance / Acknowledgment of its receipt by email, electronic message, fax or by return post soon after the receipt of the Purchase Order from the Company.

2. Advise Notes or Delivery Challan: All goods must be accompanied by Advice Note or Delivery Challan on which the Order number, quantity and supplier's name is clearly shown. Non-compliance with this condition renders the goods liable to non acceptance. Such goods will be held by the Company solely at supplier's risk and if not cleared by them within 15 days, Company may not be liable for any loss to the consignments.

3. Delivery: The period of delivery will commence from the date as given in purchase Order.

4. Delivery Location: Delivery of the material against this Order shall be made at the store of Karachi Tools, Dies & Mould Centre.

5. Delivery Date: The Order is liable to cancellation if the Delivery shall not be affected within the time specified on the Order. In instances where Delivery Date is not specified, same must be advised when confirming acceptance of this Order as required by clause 2 above. If the order not supplied within the period specified, same would be procured from alternate source without any notice.

6. Should delivery be hindered or delayed by the Company instructions or by any other cause beyond the supplier's reasonable control including Strikes, Lock-outs, War, Fire, Accidents, reasonable extension shall be granted at the sole discretion of the Company.

7. Inspection:

a. The Company reserves the right to inspect any goods after or before dispatch from the supplier's premises or arrange third party inspection but such inspection shall not relieve the suppliers from responsibility or liability nor be interpreted so as in any way to imply acceptance of such goods.

b. Goods delivered have to meet the entire satisfaction and approval of the Company standards.

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8. Quantity Delivered: No quantity over and above that requested, by this Order will be received or paid for without prior confirmation obtained from the Company.

9. When required by the Company, the suppliers shall mark the goods and materials ordered in accordance with reasonable instructions of the Company.

10. Delivery of Goods: Goods supplied must correspond in all respects, with, this Order and must conform in every respect to sample specification. In the absence of sample, goods supplied must be the best and of first class workmanship, failure to comply with this Clause will render the goods liable to be rejected.

11. Condition of Goods: All items must meet in all respects with the specifications and conditions of the Order, and must be in good condition on receipt, otherwise they will be liable to rejection.

12. Delivery of goods to Authorized Person: The suppliers will deliver the goods ordered to the authorized representative of the Company who will sign on each delivery note, otherwise the Company will not be held responsible for the goods delivered contrary, to this instruction.

13. Rejected Goods: In case of rejection of goods or items as per Clause 12 above, it will be at suppliers risk and expense. Any item received damaged will not be accepted and will be removed by the suppliers for replacement at their expense. In case of failure to remove such goods, Clause 2 of this Order will apply.

14. Accountancy: All Bills, Advice Notes, Delivery Challans and Correspondence must show the Order number.

15. Disclosure of Confidential Material: Any plans, drawings or designs supplied by the Company to the Supplier in pursuance of any Enquiry for quotations shall remain the property of Company and any information derived there from or otherwise communicated to the suppliers in connection with any such enquiry shall be regarded by the suppliers as secret and confidential and shall not, without the consent in writing of the Company, be published or disclosed to any third party or made use by the suppliers except for the purpose of implementing this Order.

16. Advertising: The suppliers will not, without the prior written consent of the Company, advertise or announce or allow be advertising or announcing that goods have been supplied in pursuance of this Order.

17. Termination: If the suppliers fail to comply with any of the above conditions, the Order may be terminated by the Company without any notice and at supplier's expense.



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18. Submission of Bills: Bills are to be submitted to the Company with Advice Notes/Challans/Purchase Order Number and Date.

19. Arbitration: In case of any dispute arising between the Company and the supplier, the decision of the CEO of the Company or his nominee shall be final and binding on both the parties.

20. Taxes: Taxes will be deducted according to Government Rules and Regulation.

7- EVALUATION CRITERIA

Total Marks ----- 100

Qualification Marks----- 50

Prequalification Evaluation Criteria for Mould Bases To be evaluated by KTDMC

S. No	Evaluation Factors	Criteria	Marks Criteria
1	Manufacturer Traders / Importer Attached Certificate of Registration	Manufacturer	20
		Traders / Importer	10
2	Relevant Experience (Attached at least two Purchase Orders/ Contracts)	5 Years and Above Experience	20
		2-4 Years of Experience	10
		2 or Less than 2 years of Experience	0
3	List of Customers/ Clients for Copper and Brass Supplies (Mentioned in Summary Page No. 7)	5 and above	20
		4-3	15
		2-1	10
		Nil	0
4	Annual Business Turnover (Attached Income tax Return / Audited Financial Statement Last 2 Years)	10 Millions or Above	20
		5-9 Millions	10
		2-4	5
		1 or Less than 1	0
5	Details of Personnel's, (Mentioned in Summary Page No. 9)		20
	Total Marks		100

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Manufacturers / Suppliers / Traders & Others

Important Note:-

All the applicants to please note that as per PPRA Rules and Regulations, all the documents/statements submitted by a Firm/Company for its pre-qualification are under Oath.

Any document/statement provided if proved false, misstated, concocted, or incorrect at any time during or after Pre-qualification, will result into permanent disqualification and black listing of the firm/Company/Partner(s) with their names displayed on PPRA website.

List of Required Documents

Application to be submitted along with following information/documents:

- 1- Brief company profile & nature of business with full name of the company & postal address.
- 2- Copy of NTN & GST Registration Certificate
- 3- An affidavit on legal stamp paper of Rs.100/- to the effect that the firm has not been blacklisted by any procuring agency.

Advertisement can also be seen on www.ppra.org.pk & www.ktdmc.com

Procurement Department

Karachi Tools, Dies & Moulds Centre

Sector no 38, Adjacent to Pakistan Refinery Limited,

Korangi Creek Road Karachi, Pakistan

Ph: (92-21) 35120501 & 35120499 - 500 Fax: (92-21) 35121890

Email: imran.khan@ktdmc.com , rais.afridi@ktdmc.com