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TENDER DOCUMENT

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***TENDER FOR PROVISION OF AIR COOLED  
ELECTRICAL RENTAL CHILLERS AT KARACHI EXPO  
CENTRE***

For Trade Development Authority of Pakistan  
(TDAP), Karachi

Trade Development Authority of Pakistan  
MINISTRY OF COMMERCE, GOVERNMENT OF PAKISTAN  
TDAP, Karachi Expo Centre, Main University Road, Near Hassan Square,  
Gulshan-e-Iqbal, Karachi

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**TENDER NOTICE**  
**Invitation for Bids**

**ITB #: TDAP/DD/KEC/2024 Rental Chillers**

**SUBJECT: TENDER FOR PROVISION OF AIR COOLED ELECTRICAL RENTAL COOLING SYSTEM AT KARACHI EXPO CENTRE**

Trade Development Authority of Pakistan (TDAP), an authority established for promotion of trade and business, under the Ministry of Commerce, invites sealed bids from firms registered with, Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue and qualified in all respects, as service provider – for supply and installation of air cooled rental cooling systems at Karachi Expo Centre.

2. Bidding documents, containing detailed terms and conditions, method of procurement, 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 EPADS website of PPRA. The bidding documents fees of Rs.3000/- through pay order in favour of “Account Officer, TDAP, Karachi Expo Centre” may be submitted along with Technical & Financial Bid, at the time of Bid submission.

3. Single Stage One Envelope Procedure as per PPRA rule 36(a) would be used for Open Competitive Bidding. Sealed Bid proposal should accompany a bid security equivalent to two percent (2%) of the bid amount in the shape of pay order / bank draft in favour of Trade Development Authority of Pakistan.

4. The bids, prepared in accordance with instructions in the bidding documents, must reach at the office of the Deputy Director (Expo), Trade Development Authority of Pakistan (TDAP), 8<sup>th</sup> Floor, Block-A, FTC Building, Shahrah-e-Faisal, Karachi on or before 11:00 AM on 17<sup>th</sup> July, 2024. Bids will be opened the same day at 11:30 AM. This advertisement is also available on EPADS & TDAP websites.

5. Trade Development Authority of Pakistan reserves the right to reject any or all bids and to annul the bidding process at any time, however, reasons for rejection or annulling bid process will be communicated to the concerned bidder(s) in accordance with the Procurement Rules.

Deputy Director  
(Expo)

**Trade Development Authority of Pakistan**  
**Ministry of Commerce**  
**Government of Pakistan**

3<sup>rd</sup> Floor, Block – A, Finance & Trade Centre, Shahrah-e-Faisal, Karachi  
Tel: 021-99232667 Fax: 021-99232669

1. **BACKGROUND:-**

Trade Development Authority of Pakistan (TDAP), invites sealed bids under Rule No. 36(a) of Public Procurement Rules, 2004 from the original manufacturers / authorized distributors / suppliers, registered with Income Tax and Sales Tax Departments for ***TENDER FOR PROVISION OF AIR COOLED ELECTRICAL RENTAL CHILLERS AT KARACHI EXPO CENTRE*** as per details and specification given in “Bill of Quantity”.

2. **SCOPE OF SERVICES:-**

The successful bidder (s) will be required to provide the ***TENDER FOR PROVISION OF AIR COOLED ELECTRICAL RENTAL CHILLERS AT KARACHI EXPO CENTRE*** as per specifications and requirement detailed in BOQs at the premises of Trade Development Authority of Pakistan (TDAP), located at 8<sup>th</sup> Floor, Conference Room, Block-A, FTC Building, Karachi.

3. **INSTRUCTIONS TO THE BIDDER:-**

- I. The bidder (s) will submit their profile containing name of firm, its status, address, telephone number (s), fax number, email address and other relevant information.
- II. The bidder (s) will submit the bids along with tender application form as per Annex-I.
- III. The bids will be considered as non-responsive in case of non-completion or mis-declaration.
- IV. Bidders will furnish the information regarding experience of similar work over last one year with major clients.
- V. An affidavit to the effect that the firm is not blacklisted and is not in litigation with any organization / department, private or public may also be furnished.
- VI. Incomplete bids will be considered as non-responsive bids and will be rejected.
- VII. Copy of STN & NTN Certificates may be enclosed with the bid.
- VIII. Undertaking on company letterhead duly attested, that the items supplied will be in OEM packing and no tempering have been made.
- IX. **“Bill of Quantity”** duly filled and attested may be attached.
- X. TDAP reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to Contract award as per PPRA rules, without thereby incurring any liability to the Bidders
- XI. The Bidders are hereby informed that the TDAP shall deduct Income Tax, Sales Tax, and or any other taxes and duties at the rate prescribed under the tax laws of Government of Pakistan and the Government of Sindh, from all payments of successful Bidder.
- XII. The price quoted should be in Pak Rupees inclusive of all applicable taxes. The price quoted in this tender will be treated as final and must be valid for sixty (90) days. Rates should be quoted on the FCS basis (Free delivery at Consignee’s Store).
- XIII. In case of supply of sub-standard / unsatisfactory services, the bid security will be confiscated.

**4. Procedure of Competitive Bidding-**

Single Stage – one envelope procedure, as per rule no. 36 (a) of Public Procurement Rules, 2004, will be followed.

**5. Submission and opening of Bids-**

Bidding Document duly filled and complete in all respect along with all the requisite document and information can be submitted on or before 11:00 AM on 17<sup>th</sup> July, 2024. Bids will be opened the same day at 11:30 AM on the address given in the tender notice as per Rule No. 28 (2) of PPRA 2004.

**6. Bid Security:-**

All the Bidders are required to submit 2% bid amount of the actual bid against Six months of rent in form of Pay Order/ Demand Draft/ Banker's Cheque and in favor of Accounts Officer TDAP, Karachi with the sealed proposal as per Rule No. 25, Public Procurement Rules, 2004. Bids without bid security will be rejected.

**7. Evaluation Procedure:-**

The bids will be evaluated on the basis of criteria, quantity and specifications mentioned in BOQs against each items. The unit price may be quoted in Pakistan Rupees and should be inclusive of all the taxes applicable. Least cost method will be used for evaluation of the bids.

**8. Acceptance of Bids:-**

Suppliers may quote for per month rental charges, and one time cost of all fittings and fixtures to synchronize the system with the existing system, for items listed in BOQ inclusive of all taxes applicable. The bidders fulfilling all the required specifications, quantity and criteria and quoting the best competitive and most economic prices item-wise will be declared successful and will be awarded the work accordingly.

**9. Payment Schedule:-**

The successful bidder (s) will be required to supply the services for which the work order has been issued as per rates and specification of quotes. After acceptance of the goods/services by the Authority and issuance of Work Completion Certificate/ Delivery Challan, the supplier can process his case for payments, at the start of each month. The supplier would submit his bill containing the details about Invoice number, date, monthly rent per units, inclusive of GST/SRB/ any applicable taxes and total payment due. The payment will be made on actual basis after successful provision of services each month.

**10. Terms & Conditions of Usage of Rental Chillers:-**

- a. The Supplier will provide air cooled electrical rental chillers having a minimum capacity of 180 TR. Rent per unit will be charged on **monthly basis**.
- b. Operator for chillers will be deputed at KEC by the Supplier and no additional charges for operator will be claimed.
- c. Servicing and maintenance team for chillers will be provided by the Supplier for uninterrupted and smooth running of chillers.

- d. Any repair and maintenance expenses of the chiller will be borne by the supplier and no additional charges will be claimed to the Tenant.
- e. The supplier will ensure the following:
  - i. Check and assure all parameters are in range.
  - ii. Check oil level in oil separator sight glass.
  - iii. Check liquid line sight glass / moisture indicator.
  - iv. Record system operating temperatures and pressures in the checklist.
  - v. Check programmable operating set points and safety cut outs. Assure they are correct for the application.
  - vi. Check compressor and evaporator heater operation.
  - vii. Check super heat on the evaporator and the economizer feed to the compressor.
  - viii. Check condenser sub-cooling.
  - ix. Check for dirt in the panel.
  - x. Check door gasket for sealing integrity.
  - xi. Check all safety devices to avoid any breakdown.
  - xii. the smooth running operation and cooling conditions in halls

(To be separately sealed along with Bid Security)

**Name of the firm:**

All prices must be inclusive of all applicable taxes (i.e. SST, GST, Income Tax etc)

**BOQ for Tender for Provision of Air Cooled Electrical Rental Chiller at Karachi Expo Centre**

<b>Items No.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty.</b>	<b>Unit Rate Per Month (Rs.)</b>	<b>Total Amount (Rs.) for six months</b>
1.	Provision of 180 ton air cooled electric operated chiller (Approximately for a period of 06 months)	Nos	03		
2.	One time installation cost with all allied components, fittings, fixtures, piping, and valves	-----	One time Lump sum/ unit		
				<b>Total</b>	
				<b>GST/SRB TAX</b>	
				<b>G. Total</b>	
<b>Amount in Words:</b>					

**Signature of Bidder with seal** \_\_\_\_\_

**Note: In case of discrepancy between unit price and total, the unit price shall prevail.**

**TENDER APPLICATION FORM**

No.....

Dated.....

**The Deputy Director (EXPO)**  
Trade Development Authority of Pakistan  
Government of Pakistan  
F.T.C. Building,  
Karachi.

**Subject: - TENDER FOR PROVISION OF AIR COOLED ELECTRICAL RENTAL CHILLER AT KARACHI EXPO CENTRE**

1. Name of Applicant / Firm.....
2. Address.....
3. Phone No.....Mobile No.....Fax No.....
4. Past Experience.....
5. Income Tax Certificate..... (Copy attached)
6. GST & SRB Certificate..... (Copy attached)
7. Bid Amount.....
8. Earnest Money @ 2% of the Bid Amount.....
- Paid By Pay Order No.....Dated.....Bank.....
9. Cost of Tender Application Form (Non Refundable) Rs.3,000/- Paid By Pay Order  
No.....Dated.....Bank.....

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**Signature of Applicant & Stamp**