**BIDDING DOCUMENTS**

**FOR**

**HIRING OF PRIVATE TRUCKS**

**Available on NATCO website (www.natco.gov.pk)**

**July, 2021**

**Northern Areas Transport Corporation Gilgit-Baltistan, Pakistan**

**SUMMARY OF CONTENTS**

|  |  |  |
| --- | --- | --- |
| S/N | Subject | Page No. |
| (I) | INVITATION FOR BIDS |  |
| (II) | INSTRUCTIONS TO BIDDERS |  |
| (III) | CHECK LIST |  |
| (IV) | ELIGIBILITY CRITERIA |  |
| (V) | FORM OF FINANCIAL BID |  |
| (VI) | FORM OF BID SECURITY |  |
| (VII) | FORM OF PERFORMANCE SECURITY |  |

**Check List**

|  |  |  |
| --- | --- | --- |
| **Description** | **Yes** | **No** |
| Audited Balance Sheet/ |  |  |
| Experience Certificate |  |  |
| Authorized Dealership Certificate |  |  |
| FBR Registration |  |  |
| Non-Blacklist Certificate / Affidavit |  |  |
| Bid Security |  |  |

**GOVERNMENT OF PAKISTAN**

**NORTHERN AREAS TRANSPORT CORPORATION**

**GILGIT-BALTISTAN**

**TENDER FORM FOR HIRING OF TRUCK**

Sealed tenders are hereby invited by NATCO, under Single Stage-TWO Envelopes bidding procedure under Rule 36(b) of Public Procurement Rules 2004 from well reputed firms/Transporters/Agent for hiring of trucks for transportation of goods/commodities per ton per KM basis for the financial year 2021-22 from different cities of Punjab to Islamabad and Islamabad to various stations of Gilgit-Baltistan.

**TERMS AND CONDITIONS**

Sealed tender bid should be submitted to NATCO Terminal, Plot # 48, Sector I-11/4, Islamabad before 11:00 AM on 16th August 2021.

1. The sealed envelopes of tender will be received till 1100 Hrs from bidders and Technical bids will be opened by the committee at 11:30 on the same day in presence of bidders publically. Technical evaluation will be done with in due time and result will be announced on 18th August 2021 at 1600Hrs.
2. Financial bids will be opened on 19th August 2021 at 1100Hrs in presence of bidders publically.
3. The Bidder should have at least 05 million Net Working Capital in past 03 years. For the purpose, Bidder should have to submit Certified audited balance sheet OR Bank Statement (for GB based bidders only) issued and verified by respective bank.
4. The bidder shall be registered with FBR / Tax Department OR relevant department (in case of GB based bidder).
5. The bidder should have experience of 5 years of carriage/supplies of commodities with private or any government department.
6. The bidder shall submit latest immoveable property certificate worth 5 million Rupees issued from concerned AC in favor of NATCO and endorsed by concerned DC on stamp paper of worth PKR-100/-.
7. The bidder shall submit a latest character certificate issued by concerned SP Police.
8. The bidder will submit call deposit/demand draft/Pay Order NATCO amount of Rs. 200,000/- (Rupees two Lac) as bid security in favor of M/S NATCO and will be returned to unsuccessful bidder as per PPRA Rules 2004. The Successful bidder will deposit additional amount of Rs. 2 million as security deposit (performance guarantee) and will be released on exhausting of the work.
9. The bidder declared disqualified / blacklisted by any of the public/private sector entity/client in Pakistan shall be ineligible to apply for bidding.
10. The bidder shall submit with its application, the following additional documents:
11. Signed affidavit on Rs. 100.00 judicial paper confirming not having been declared debarred/blacklisted by any of the public/private sector entity and client(s) in Pakistan.
12. Signed affidavit on Rs. 100.00 judicial paper submitting detail of litigation against NATCO as well as during last three years.
13. Signed Affidavit on Rs.100 judicial paper confirming that not having shares/ownership in any flour mill.
14. The rate quoted by the bidder will be inclusive of all taxes/loading/unloading and freight charges etc.
15. The bidder should offer the rates for all below mentioned stations incomplete bids will be rejected.
16. Payment of the freight will be made after proper delivery and according to the laid down procedure.
17. If any shortage/ late delivery were noted at the time of delivery, cost of same will be deducted at the time of payment at the landed cost.
18. The successful bidder will be responsible to provide trucks as per demand, as and where required by NATCO during the agreement period and the Corporation will neither be responsible for any increase in the price in the cost of hiring rate, nor will be escalation in fuel price.
19. If the successful bidder failed to supply truck within notice of 24 hours then the same will be hired from the open market under the rules owing to operational emergency, at the risk and cost of payment to the party from the security deposit of the bidder.
20. An agreement will be signed with the successful bidder clearly spelling out the terms and conditions as mentioned in these documents.
21. The competent authority reserves the right to accept / reject any tender or all tenders as per PPRA Rules, 2004.

**MANAGING DIRECTOR**

Bidder’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bidder’s Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Eligibility Criteria**

1. Financial Soundness 50
2. Relevant Experience 15
3. Immoveable property 15
4. FBR Registration 10
5. Non-Blacklisted from NATCO / other organizations 10
6. Financial Soundness: Bellow 05 Million = Disqualified

05 Million = 25 Marks

Each additional 1 Million = 1 Marks upto Max. 50

1. Relevant Experience: Bellow 5 Years = Disqualification

For additional 1 Year = 0.5 Marks upto Max. 15

1. Immoveable Property Bellow 05 Million = Disqualified

05 Million = 10 Marks

Each additional 1 Million = 0.5 Marks upto Max. 15

1. FBR Registration: Non-Compliance = Disqualification
2. Non-Blacklisted from : Non-Compliance = Disqualification

NATCO / other org.

NOTE: Qualifying marks in each category will be 50%

**FIANACIAL BID**

**Government of Pakistan**

**Northern Areas Transport Corporation**

**Gilgit-Baltistan**

**FINANCIAL BID**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.NO.** | **From** | **To** | **Grains (Rate/Ton)** |
| 01 | Islamabad | SBD Chillas |  |
| 02 | Islamabad | Zero Point Chillas |  |
| 03 | Zero Point Chillas | Upper Niat |  |
| 04 | Islamabad | Jal Niat |  |
| 05 | Islamabad | CSD Thak |  |
| 06 | Islamabad | Shatiyal |  |
| 07 | Shatiyal | Loruk |  |
| 08 | Shaityal | Darel Gomari |  |
| 09 | Shaityal | Giyal Darel |  |
| 10 | Shatiyal | Puguch Darel |  |
| 11 | Shatiyal | Darel Gabbar |  |
| 12 | Shatiyal | Darel Latti |  |
| 13 | Islamabad | Basari Daas |  |
| 14 | Basari Daas | Khanbari |  |
| 15 | Basari Daas | Gichar Khanbari |  |
| 16 | Basari Daas | Dodoshal |  |
| 17 | Islamabad | Thore |  |
| 18 | Thore | Dogha Thore |  |
| 19 | Islamabad | Astore |  |
| 20 | Islamabad | Donyan |  |
| 21 | Islamabad | Juglot |  |
| 22 | Islamabad | Sale Gilgit |  |
| 23 | Islamabad | Gahkuch |  |
| 24 | Islamabad | Danyore |  |
| 25 | Islamabad | Oshikandas |  |
| 26 | Islamabad | Rahimabad |  |
| 27 | Islamabad | Nomal |  |
| 28 | Islamabad | Chalt |  |
| 29 | Islamabad | Nillat |  |
| 30 | Islamabad | Aliabad |  |
| 31 | Islamabad | Gulmet Nagar |  |
| 32 | Islamabad | Gulmet Gojal |  |
| 33 | Islamabad | Sost |  |
| 34 | Islamabad | Basin |  |
| 35 | Islamabad | Gullapur |  |
| 36 | Islamabad | Singul |  |
| 37 | Islamabad | Sherqilla |  |
| 38 | Islamabad | Gupis |  |
| 39 | Islamabad | Yasin |  |
| 40 | Islamabad | Chatorkhand |  |
| 41 | Islamabad | Skardu |  |
| 42 | Islamabad | Thowar |  |
| 43 | Islamabad | Mehdiabad |  |
| 44 | Islamabad | Tolti |  |
| 45 | Islamabad | Khaplu |  |
| 46 | Islamabad | Ghowari |  |
| 47 | Islamabad | Sermik |  |
| 48 | Islamabad | Shiger |  |
| 49 | Islamabad | Talu |  |
| 50 | Islamabad | Gamba |  |

Bidder’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bidder’s Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DRAFT OF BID SECURITY**

(Bank Guarantee)

Guarantee No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executed on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expiry date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Letter by the Guarantor to the Employer]

Name of Guarantor (Bank) with address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Principal (Bidder) with address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Penal Sum of Security (express in words and figures):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bid Reference No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Bid \_\_\_\_\_\_\_\_\_\_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at the request of the said Principal, we the Guarantor above-named are held and firmly bound

unto the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

the sum stated above, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the accompanying Bid numbered and dated as above for

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Particulars of Bid) to the said Employer; and

WHEREAS, the Employer has required as a condition for considering the said Bid that the Principal furnishes a Bid Security in the above said sum to the Employer, conditioned as under:

1. that the Bid Security shall remain valid for a period 28 days beyond the period of validity of the Bid;
2. that in the event of;
   1. the Principal withdraws his Bid during the period of validity of Bid, or
   2. the Principal does not accept the correction of his Bid Price, pursuant to Sub-Clause 24.2 of Instructions to Bidders, or
   3. failure of the successful bidder to
      1. furnish the required Performance Security, in accordance with Clause 34 of Instructions to Bidders, or
      2. sign the proposed Contract Agreement, in accordance with Clause 35 of Instructions to Bidders,

then the entire sum be paid immediately to the said Employer as liquidated damages and not as penalty for the successful bidder's failure to perform.

NOW THEREFORE, if the successful bidder shall, within the period specified therefor, on the prescribed form presented to him for signature enter into a formal Contract with the said Employer in accordance with his Bid as accepted and furnish within twenty eight (28) days of his being requested to do so, a Performance Security with good and sufficient surety , as may be required, upon the form prescribed by the said Employer for the faithful performance and proper fulfilment of the said Contract or in the event of non-withdrawal of the said Bid within the time specified for its validity then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Guarantor shall forthwith pay to the Employer the said sum stated above upon first written demand of the Employer without cavil or argument and without requiring the Employer to prove or to show grounds or reasons for such demand notice of which shall be sent by the Employer by registered post duly addressed to the Guarantor at its address given above.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Guarantor shall pay without objection the sum stated above upon first written demand from the Employer forthwith and without any reference to the Principal or any other person.

IN WITNESS WHEREOF, the above bounden Guarantor has executed the instrument under its seal on the date indicated above, the name and seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | Guarantor (Bank) |
| Witness: | |  | Signature | | |  |
| 1. |  |  | Name | |  | |
|  |  |  | Title | | | |
|  | Corporate Secretary (Seal) |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
|  |  |  |  |  |  | |
|  | (Name, Title & Address) |  |  |  | Corporate Guarantor (Seal) | |