



Pakistan Institute of Development Economics

QUAID-I-AZAM UNIVERSITY CAMPUS P.O. BOX 1091, ISLAMABAD

BIDDING DOCUMENT

FOR

CLOSE FRAMEWORK AGREEMENT

TENDER NOTICE NO. GS/03/2024

PAKISTAN INSTITUTE OF DEVELOPMENT ECONOMICS (PIDE),

QUAID-E-AZAM UNIVERSITY (QAU) CAMPUS, ISLAMABAD

TENDER NOTICE No.GS/03/2024

The Pakistan Institute of Development Economics (PIDE) is a degree awarding specialized Institution in teaching and research in Economics and related Social Sciences working under the administrative control of Ministry of Planning Development and Special Initiatives, Government of Pakistan. The Institute invites Bids through e-Pak Acquisition & Disposal System (EPADS) <https://eprocure.gov.pk> on “Single-Stage Single-Envelope” method from the reputed Firms/Contractors for **close framework agreement** (for one year) having offices/setups at Islamabad/ Rawalpindi, registered with sales tax department, national tax number (NTN).

| Details |
|---|
| Tender Items for Close Framework Agreement: (Bidders shall submit a single stage single envelope) |
| <i>INSTALLATION OF PARTS, REPAIR & MAINTENANCE OF AIR CONDITIONERS</i> |

The Bid Security of Rs. 50,000/- (refundable) is required to submit in hard form in the shape of pay order/bank draft in favour of Pakistan Institute of Development Economics (PIDE), Islamabad; and scanned copy of the same bid security is required to be uploaded through EPADS.

Complete Tendering process shall be carried out through EPADS. Interested firms/bidders are requested to register themselves on the EPADS <https://eprocure.gov.pk/#/supplier/registration> and submit their tender documents. For registration and guidance/training on EPADS, you may contact EPADS UAN: 051-111-137-237.

Closing date of submission is September 04, 2024 by 11:00 hours. The bids shall be opened **half hour after the closing time** in the presence of the bidders who wish to be present in the office of the Chairman, Purchase Committee, PIDE. The Institute reserves the right to accept or reject any or all the proposal/quotations as per PPRA rules.

(Dr. Arshad Hussain Hashmi)
Registrar, PIDE
Quaid-i-Azam University Campus,
Islamabad Tele # 9248051,051-9248089

| GENERAL PRO-FORMA FOR TENDER SUBMISSION (to be filled by Bidder/firm) | |
|---|--|
| Bid/ proposal submitted for | |
| Firm/ Company Name | |
| Address: (Head office) | |
| Address: Office(s) in Islamabad/ Rawalpindi | |
| Contact Number | |
| Email address | |
| Owner(s) Name | |
| NTN/GST Number | |
| PEC Registration Number (in case of Civil work) | |
| Work Experience in relevant field/ Category (in Years) | |
| Previous reputation/work completion certificates / evidence submitted | Yes / No |
| Tender document Fee Submitted | Yes / No (Rs. _____) |
| Earnest Money/Bid Security Submitted | Yes / No (Rs. _____) %age _____ (If required) |
| Submission of undertaking that, firm has not been blacklisted by any Organization/establishment etc. | Yes / No |
| Last date for tender submission | Submitted on: _____/_____/2024 |

INSTALLATION OF PARTS, REPAIR & MAINTENANCE OF AIR CONDITIONERS



- Purpose of Tender
- Mode of Advertisement
- Type of Open Competitive Bidding
- Tender Price & Currency
- Tender Items for Closed Framework Agreement:
- Bid Security:
- Opening of The Tender:
- Terms and Conditions:
- Tender Eligibility/Qualification Criteria:
- List of Replaceable Parts / Repairable Items for Air Conditioners

PURPOSE OF TENDER

Pakistan Institute of Development Economics (PIDE) invites **SINGLE STAGE - SINGLE ENVELOPE PROCEDURE** (CLOSE FRAMEWORK AGREEMENT FOR ONE YEAR) under PPRA Rules from well reputed firms having minimum 3 years; experience in rendering similar services.

MODE OF ADVERTISEMENT(S):

Complete Tendering process shall be carried out through EPADS. Interested firms/bidders are requested to register themselves on the EPADS <https://eprocure.gov.pk/#/supplier/registration> and submit their tender documents. For registration and guidance/training on EPADS, you may contact EPADS UAN: 051-111-137-237.

As per Rule 12(2), this Tender document is also placed online at the website of procuring agency. www.pide.org.pk

TYPE OF OPEN COMPETITIVE BIDDING:

As per PPRA Rule, Single Stage Single Envelope -Bidding Procedure shall be followed. The said Procedure is reproduced as follows:

36. Procedures of open competitive bidding.-

Save as otherwise provided in these rules the following procedures shall be permissible for open competitive bidding, namely:-

- (a) Single stage - one envelope procedure.-
Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document.

TENDER PRICE & CURRENCY:

The quoted price shall be:

- Inclusive of all Government applicable taxes; and
- Denominated in Pak Rupees;

TENDER ITEMS FOR CLOSED FRAMEWORK AGREEMENT:

- Installation of Parts, Repair & Maintenance of Air Conditioners
(Annex-A)

BID SECURITY:

The Bidder shall furnish the Bid Security (Earnest Money) with the Tender Document and the same should be upload on EPADS, detail is as under:

- a) Bidders applying for “*Installation of Parts, Repair & Maintenance of Air Conditioners*” (**closed framework agreement for one year**) to submit the Bank draft as earnest money of amount Rs. 50,000/- as a bid security in favor of “Pakistan Institute of Development Economics, Islamabad”.

OPENING OF THE TENDER:

PIDE shall open all bids through EPADS at the time, date, and place specified in tender notice, in presence of bidders’ representatives who wish to attend the meeting and shall sign an attendance sheet as evidence of their presence.

TERMS AND CONDITIONS:

The tenderers are required to fulfill the under mentioned conditions failing which the proposal/bid will not be entertained:

- i. For this Procurement (Closed Framework Agreement) PPRA’s Rule 16A will be adopted.
- ii. All items mentioned in the enclosed tender documents will be purchased from time to time on need basis.
- iii. The proposal/bid in PDF file is required to be uploaded through EPADS.
- iv. The items will be delivered at the premises of the PIDE, Islamabad located at Quaid-i-Azam University Campus, Islamabad without any cost of transportation.
- v. The tenderers shall have to deposit earnest money in the form of Pay Order/Demand Draft only (Cheques are not acceptable) in favour of Pakistan Institute of Development Economics, Islamabad along with proposal/bid for which applying;
- vi. The bid security will remain with the PIDE till the completion of the contract period of required items. It shall be forfeited, if the firm fails to supply the required items within stipulated period and as per specifications mentioned in the tender documents.
- vii. Only registered suppliers, who are on Active Taxpayer List (ATL) of FBR, are eligible.

- viii. The firms must have established shop/office/workshop having sufficient stock in Islamabad / Rawalpindi, which can be inspected by the Institute's Authorized Officer/Purchase Committee (if deem necessary).
- ix. Over writing and cutting of any nature in proposal/bid shall not be accepted and the same shall stand cancelled.
- x. The participating firm (s) shall have to provide a copy of their PEC, G.S.T & NTN registration certificate.
- xi. The vender shall give an undertaking that his firm has not been blacklisted by any of Provincial or Federal Government Departments, Agency, Organization or autonomous body etc. anywhere in Pakistan.
- xii. The rates of any item shall not be increased during this period and remain fixed and binding.
- xiii. In case, the supplier tries to supply sub-standard items, their contract shall be cancelled and earnest money shall be forfeited and the supplier shall not claim any relief in this situation.
- xiv. The Institute reserves the right to accept or reject any or all the quotations under rules.

TENDER ELIGIBILITY/QUALIFICATION CRITERIA:

Eligible Bidder/Tenderer is a Bidder/Tenderer who:

- a. Must be registered with Tax Authorities, and having valid registration of Sales Tax and NTN & Pakistan Engineering Council (PEC) for civil work, and also having sound financial strengths can participate (copy must be attached);
- b. Has submitted bid for all quoted categories and relevant bid. Non-compliance of the same shall cause rejection of the bid;
- c. Must be involved in relevant field for last 3 years (copy must be attached);
- d. At least 02 Previous reputation /work completion certificate and current working proof/reputation certificate. (Previous reputation shall be highly matter).
- e. Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan (submission of undertaking on legal stamp paper is mandatory), failing which will cause rejection of the bid;

INSTALLATION, REPAIR & MAINTENANCE ALONG WITH SHIFTING OF AIR CONDITIONERS (CLOSE FRAMEWORK AGREEMENT)

| List of Replaceable Parts / Repairable Items for Air Conditioners | | | | |
|---|-------------------|---------------------------------|----------------------------|---------------------|
| S# | Description | Type & Capacity of AC | Quoted Brand if applicable | Unit Rate all taxes |
| 1 | Compressor (New) | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 2 | Compressor (Used) | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 3 | Capacitor | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |

| | | | | |
|---|-------------------------------------|---------------------------------|--|--|
| 4 | Condenser | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 5 | Condenser Cooling Fan | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 6 | Service Valve (Suction / Discharge) | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 7 | Fan Motor Out-Door Unit | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool | | |

| | | | | |
|----|---|---------------------------------|--|--|
| | | /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 8 | Fan Motor In-Door Unit | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 9 | Electric Kit for In-Door Unit (Repair) | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| 10 | Electric Kit for out-Door Unit (Repair) | 1.5 Ton Heat and Cool Inverter | | |
| | | 2 Ton Heat and Cool Inverter | | |
| 11 | Leakage repair (Welding) Indoor Unit | | | |
| | Leakage repair (Welding) outdoor Unit | | | |
| 12 | Copper Pipe 1/2 Dia Per ft gauge 22 | | | |
| 13 | Copper Pipe 1/4 Dia Per ft gauge 22 | | | |
| 14 | Copper Pipe 5/8 Dia Per ft gauge 22 | | | |
| 15 | Power Plug Socket Per Ft | | | |

| | | | | |
|----|-------------------------------------|------------------------------------|--|--|
| 16 | Circuit Breaker (20 A) Per ft | | | |
| 17 | Gas-Refilling | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 18 | Complete Service | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 19 | Gas-Top-up | 1 Ton Cool Only | | |
| | | 1 Ton Heat and Cool /Inverter | | |
| | | 1.5 Ton Cool only | | |
| | | 1.5 Ton Heat and Cool /Inverter | | |
| | | 2 Ton Cool Only | | |
| | | 2 Ton Heat and Cool /Inverter | | |
| | | 4 Ton Cool Only Cabinet Type | | |
| 20 | Shifting of AC | Split Unit | | |
| | | Cabinet Type | | |
| 21 | Installation of AC | Split Unit | | |
| | | Cabinet Type | | |



| | | | | |
|----|-----------------------------|--------------------------|--|--|
| 22 | Drain Pipe PVC | Per Ft | | |
| 23 | Indoor Bracket | Best Quality Heavy Gauge | | |
| 24 | Out Door Bracket | Best Quality Heavy Gauge | | |
| 25 | Remote | Generic | | |
| 26 | Flare Nuts | | | |
| 27 | Flexible Pipe | | | |
| 28 | Copper Pipe Insulation | | | |
| 29 | Copper Pipe Insulation Tape | | | |