

HEAVY INDUSTRIES TAXILA TAXILA
CANTT

PROCUREMENT DIRECTORATE
TENDER DOCUMENT



Method of Tender

Request for Proposal (RFP)

FOR

Development of Motor along with Impeller for Air Filtration Assembly

Tender Inquiry No. 5646/IT-29/Proc/ARDIC dated 04 Jan 2022 Opening date 25 Jan 2022 Opening Time 1100 Hours

1. Forward your bids on or before 25 Jan 2022 but not later than closing time 1030 hours. The tender will be opened at 1100 hours on the same date.
2. All Firms participating in the tender will deposit 5% bid security of total quoted value in the shape of CDR / bank guarantee addressing to MD ARDIC Heavy Industries Taxila. The bid security will be provided by the firms in commercial envelope and clear mentioning of the same in the technical quotation will be ensured by the firms, failing which the bid will stand rejected. The bid securities will be returned as under.
3. IT document can be downloaded from PPRA and HIT website www.hit.gov.pk.

Tel:+92-51-9315589

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AWM
DAD (Proc)
(Bilal Ibrahim)

Dated: ___ Jan 2021

1

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Abbreviations/Acronyms

Organization/Industry

S.No.	Abbreviation	Description
1.	ARDIC	Advanced Research, Development and Information Centre.
2.	EOI	Expression of Interest
3.	HIT	Heavy Industries Taxila
4.	HITB	Heavy Industries Taxila Board
5.	ISO	International Organization for Standardization
6.	NTN	National Tax Number
7.	PPRA	Public Procurement Regularity Authority
8.	SoW	Scope of Work

HEAVY INDUSTRIES TAXILA
REQUEST FOR PROPOSAL (RFP)

Development of Motor along with Impeller for Air Filtration Assembly

Introduction & General Information

1. Heavy Industries Taxila (HIT) was established in the early seventies and grown into a gigantic industrial complex. HIT deals in manufacturing and up-gradation of Tanks, Armoured Personnel Carrier etc.
2. **Purpose:** Development of subject items as per sample available with purchaser is required.
3. **Coverage & Participation:** The intended coverage of this RFP and any agreement resulting from this solicitation, shall be for the use of HIT along with national needs. HIT reserves the right to add and/ or delete elements, or to change any element of the coverage and participation at any time without prior notification and without any liability or obligation of any kind or amount.
4. **Vendor Understanding of the RFP:** In responding to this RFP, the vendor accepts the responsibility fully to understand the RFP in its entirety, and in detail, including making any inquiries to HIT as necessary to gain such understanding. HIT reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, HIT reserves the right to determine, at its sole discretion, whether the vendor has demonstrated such understanding. That right extends to cancellation of award if award has been made. Such disqualification and/ or cancellation shall be at no fault, cost, or liability whatsoever to HIT.
5. **Good Faith Statement:** All information provided by HIT in this RFP is offered in good faith. Individual items are subject to change at any time. HIT makes no certification that any item is without error. HIT is not responsible or liable for any use of the information or for any claims asserted there from.
6. **Errors and omissions in this RFP and enhancements:**
 - a. Vendors shall bring to the notice of HIT any discrepancies, errors, or omissions that may exist within this RFP. With respect to this RFP, vendors shall recommend to HIT any enhancements, which might be in HIT's best interest. These must be submitted in writing or through email and must be received prior to technical proposals submission.
 - b. Inquiries about technical interpretations must be submitted in writing and be received prior to technical proposals submission. Any query received after the said date may not be entertained.
 - c. Inquiries for clarifications/information that will not require addenda may be discussed verbally at any time during this process.
 - d. The clarification and its replies will be shared with all prospective bidders.

- e. The authorized representatives for all correspondence queries/clarifications in relation to this RFP are:

<u>Primary Contact</u>	
Name :	Mr Muhammad Awais Qutab
Designation :	Officer In Charge Project
Postal Address :	Headquarter ARDIC, HIT Taxila Cantt
Phone (Office):	051-9315333-ext 63043 dadt-
Email:	ar@hit.gov.pk
Name:	Mr Muhammad Waqs Ahmed
Designation:	Officer In Charge Project
Postal Address:	Headquarter ARDIC, HIT Taxila Cantt
Phone (Office):	051-9315333-ext 63029 dadt-
Email:	ar@hit.gov.pk
<u>Secondary Contact</u>	
Name:	Mr. Syed Talat Shabbir
Designation:	Senior Works Manager
Postal Address:	Headquarter ARDIC, HIT Taxila Cantt
Phone (Office):	051-9315333-ext 63053
Email:	proar@hit.gov.pk

7. **Addenda:** HIT will make a good-faith effort to provide a written response to each question or request for clarification that requires addenda.
8. **Definitions:** Some important definitions used in this document are listed below:
- Purchaser:** means the Heavy Industries Taxila (HIT) or any other person for the time being or from time to time duly appointed in writing by the Purchaser to act as Purchaser for the purpose of the Contract.
 - Vendor/Firm / Company:** These terms are used interchangeably for the firms who have participated in EOI activity.
 - “Bidder / Tenderer:** means the interested Firm / Company / Supplier / Distributors that may provide or provides the subject related services to any of the public/private sector organization under the contract and have registered for the relevant business thereof.
 - Authorized Representative:** means any representative appointed, from time to time, by the Purchaser or the Bidder/Contractor.
 - Contractor:** means the Tenderer whose bid has been accepted and awarded Letter of Acceptance for a specific items followed by the signing of Contract.
 - Contract:** means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.
 - Force majeure:** shall mean any event, act or other circumstances not being an event, act or circumstances under the control of the purchaser or of the Contractor. **Non-availability of materials / supplies or of import license or of export permit shall not constitute Force majeure.**
 - []: Anything written within the square brackets means helping comments for the bidders. These comments and brackets may be deleted when submitting the bidding documents.

9. **Existing Hardware:** The vendor will visit/ study the hardware available and extract technical parameters at his own before submitting technical proposal in consent of Purchaser.
10. **Scope of Work:** HIT intends to develop a motor along with impeller installed in air filtration assembly (qty-01) is required. The parameters of the mentioned motor are as follows
- a. Type : 3-phase AC motor
 - b. Max RPM : 17,400
 - c. Motor Power rating : 1.2~1.3KW
 - d. Voltage rating : Vendor will ascertain as per hardware
 - e. Ampere rating : Vendor will ascertain as per hardware
 - f. Shape, size and construction : as per hardware

NOTE- the hardware / sample is available for ascertaining all parameters in ARDIC, HIT. The sample can be provided to the contractor on returnable basis. Schematics drawing of motor is as per Annexure-F.

11. **Testing / Evaluation:** HIT intends to test / evaluate the solution by installing and operating in the MBT under vigorous conditions.
12. **Warranty and Logistics Support:** HIT considers Warranty Support and Logistics Support as two different concepts explained below.
- a. **Warranty Support:**
 - (1) The Contractor will provide warranty of all supplied equipment for a period of at least two years.
 - (2) Warranty support period will start after successful testing / evaluation.
 - (3) All warranty support services, are to be rendered free-of-cost to the Purchaser. The Contractor shall be responsible for all costs.
 - b. **Logistics Support:** The successful contractor can be engaged for future requirements as per following table-1;

Batch	Qty Req for Tk	Confirmation Till
4 th	44	Jun 2023
5 th	44	Dec 2023

13. **Bidding Procedure:** Two stage bidding procedure will be adopted by HIT:-
- a. **First Stage:**
 - (1) the bidders shall first submit, according to the required specifications, a technical proposal without price;
 - (2) the technical proposal shall be evaluated in accordance with **the specified evaluation criteria** (will be shared after first stage) and may be discussed with the bidders regarding any deficiencies and unsatisfactory technical features;
 - (3) after such discussions, all the bidders shall be permitted to revise their respective technical proposals to meet the requirements of the procuring agency;

- (4) 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 these rules;
- (5) **In case of any revisions, deletions, modifications or additions these will be communicated to all the bidders equally at the time of invitation to submit final bids, and sufficient time which is not less than fifteen days will be given to the bidders to prepare their revised bids.**
- (6) those bidders not willing to conform their respective bids to the procuring agency's (HIT) technical requirements may be allowed to withdraw from the bidding without forfeiture of their bid security;

b. Second Stage

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

Note: HIT's Evaluation criteria for Technical Proposal and Financial Proposal weightage will be 70% and 30% respectively, to assess solution being offered.

14. **Bidder Eligibility / Qualification Criteria:** Eligible Bidder is a Bidder who:
- a. Has a registered / incorporated company / firm in Pakistan with relevant business experience of last five years.
 - b. Must be registered with Tax Authorities as per prevailing latest tax rules. Only those companies which have valid registration with sales tax and income tax departments and having sound financial strength can participate.
 - c. Has valid Registration of General Sales Tax (GST) & National Tax Number (NTN).
 - d. Has the required relevant qualified personnel and enough strength to fulfill the requirement of assignment. 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).
 - e. **Verifiable proof** for all the above shall be mandatory. Non-submission may cause disqualification of the bidder for any further process.
 - f. The Bidders may form a joint venture of maximum three bidders. However **HIT will prefer to deal with single vendor. In case of multiple contractors, main / principal vendor will be responsible for ensuring compliance of RFP requirements.** An Agreement Deed to that effect, legally executed and signed by all partners shall be submitted with the bid. Main principal vendor would get into legal contract with HIT and would be liable to incur liabilities, receive payments and receive instructions for and on behalf of any or all partners. A power of attorney to that effect, legally executed, signed by all the partners shall

be submitted with the bid. Evaluation criteria will have to be qualified by the main partner alone.

15. **Rejection / Acceptance of the Bid:** HIT reserves the right to accept / reject wholly or partially any tender without assigning any reason at any stage of the tender process. HIT shall incur no liability towards the bidders. However, bidders shall be promptly informed about the rejection of the bids, if any. The Tender shall be rejected if it is substantially nonresponsive to the Evaluation Criteria, Tender Eligibility / Qualification Criteria (Clause-23) given in this document.
16. **Evaluation Criteria**
 - a. **Technical Proposal:** The Technical proposals shall be evaluated by the technical evaluation committee, 70% weightage is for technical proposal.
 - b. **Financial Proposal:** Weightage of financial proposal would be 30% of the total evaluation criteria.
17. **Conclusion:** The Bidder(s) will visit HIT for preliminary analysis, at their own cost, for all information that may be necessary for preparing the bid and entering into the contract. The costs of visiting the site or sites shall be at the Bidder's expense.
18. **Evaluation Criteria**

S.No.	Description	Score	Evidence
A. Conformance to SoW in true spirit is compulsory (clause 10 is mandatory)			
	Firm will provide cent percent compliance with SoW and ascertain all required/ relevant data at his own.	Mandatory	Certified equipment of a renowned OEM. Or test certificates as per relevant/ applicable ATPs/ STPs.
B. Compliance to Instructions for Submission of Proposal (Marks=25)			
	Properly documented Checklist Submitted. Furthermore, firm(s) should clearly provide compliance matrix (Annex-F) of this RFP, clearly indicating compliance or otherwise, without this compliance matrix proposal would be rejected without consideration.	25	Annex 'A'
C. Firm Strength / Experience (Marks=25)			
	Experience in developing / delivering similar Solutions.	25	Annex 'E'
D. Warranty and Logistics Support (Marks=50)			

	Warranty: The Contractor will provide warranty of supplied equipment (after successful testing / evaluation and required relevant technical literature of all the equipment within the scope) for a period of at least two years. Highest marks for longest warranty period and provision of data sheets etc.	25	Certificate / Evidence by OEM
	Logistics Support: Highest marks for Firm capable of meeting logistics requirements as per table-1.	25	Certificate / Evidence by OEM
19.	Technical quotation without price “as per ser 4 of routine IT doc add address”		

Annex ‘A’

Check List

Item No	Description	Remarks
1.	Tender Fee	Rs. 200/-
2.	Covering letter duly signed and stamped by authorized representative	As per Annex ‘B’
3.	Undertaking that all information furnished herein are true and correct and nothing has been concealed or tampered with	As per Annex ‘C’
4.	Undertaking on legal valid and attested stamp paper that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.	On a legal stamp paper
5.	Information on The Bidder Company, The CEO and their Authorized Representative	As per Annex ‘D’
6.	Valid Registration Certificate from Income Tax & General Sales Tax Departments	Copy of the Certificate
7.	Similar Projects Successfully Completed previously	As per Annex ‘E’
8.	Successful Implementation Certificate of at least five Similar project in a prestigious Public/Private Sector Industry	Copy of the Certificates
9.	The Bidder shall also enclose soft copies of the Technical Proposal, including all Forms, Annexes, Schedules, Charts, Drawings, Documents, Brochures, Literature, etc., in the form of MS Word Documents, MS Excel Worksheets and Scanned images, with the hard copies.	On a DVD or USB

**Format for Covering Letter to be Printed on Company
Letterhead**

Reference No: _____

Date: _____

To: Heavy Industries Taxila (HIT) Taxila
Cantt

Subject: **Proposal Submission against “Request for Proposal dated Month Date, 2021”**

Dear Sir,

- a. Having examined your Request for Proposal dated MM DD, 2018 we, the undersigned, in conformity with the said document, offer to provide the said Services on terms of reference to be signed upon the award of contract for the sum indicated as per financial bid.
- b. We undertake, if our proposal is accepted, to provide the services comprised in the contract within time frame specified, starting from the date of receipt of notification of award from the Purchase Department / Office.
- c. We agree to abide by this proposal for the period of 120 days from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- d. We agree to execute a contract in the form to be communicated by HIT, incorporating all agreements with such alterations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.
- e. Unless and until a formal agreement is prepared and executed this proposal together with your written acceptance thereof shall constitute a binding contract agreement.
- f. We understand that you are not bound to accept a lowest or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Authorized Signatures with Official Seal

C’

Undertaking

It is certified that the information furnished herein and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the

conditions of RFP and are liable to any punitive action for furnishing false information / documents.

Dated this _____ day of _____ 2021

Signature

(Company Seal)

Duly authorized to sign bids for and on behalf of:

Annex ‘D’

The Bidder Company and its Authorized Representative

Business Name:

Details of Registered Head Office –

Postal Address:

- Landline No:
- Fax No:
- Email:
- Website:

CEO/Owner – Title

& Name:

- Landline No:
- Mobile No:
- Fax No:
- Email:

Authorized Representative –

Title & Name:

- Designation:
- Landline No:
- Mobile No:
- Fax No:
- Email:

E’

Similar Projects Successfully Completed

[Contacts of the focal persons must be active /available for feedback on project]

S.No.	Client	Project Details
1.	1. Name: 2. Type of Business: 3. Sector: [e.g. Public <u>OR</u> Private] 4. City/Country: [e.g. Dubai/UAE] 5. Landline Ph: 6. Client Side Focal Person Name: 7. Designation: 8. Line/Mobile No:	1. Title: 2. Scope: [description not more than 200 words] 3. Project Value: 4. Start Date: 5. Completion Date: 6. Project/Technical Manager: 7. Line/Mobile No:
2.		

[**Important Note:** Copy of User Acceptance/Completion Certificate from the client for each project must be provided, otherwise the project will not be considered]

Schematics Drawing

