

Tender No: FSD-25010103

Dated: 2<sup>nd</sup> December, 2025

Tender Cost (Pay Order) PKR: 15,000.00

Earnest Money (Pay Order) PKR: 20, 000.00

→ **Both [Tender Fee & Earnest Money] to be placed in Technical Bid**

## INVITATION TO BID

1. Pakistan International Airline (PIA) invites quotations through E-PADS along with sealed bids from renowned (Eligibility as per tender documents) Vendors “Single Stage Two Sealed Envelope Basis” for supply of **LIQUID SOAP CLEANER (G/P) [Annual]**

**Y-2025-26**

1. Bidding documents containing detail terms and conditions, etc. which are available at electronically and can be downloaded from following:
  2. PIACL Website: <https://www.piac.com.pk/corporate/sales- procurement/tenders>
  3. PPRA Website: <https://www.ppra.org.pk/active-tenders>
  4. E-PADS-PPRA website: <https://www.eprocure.gov.pk> under Supplier Login
5. Bids should be submitted electronically through E-PADS.  
Please Note: Manual submission of bid without E-PADS is NOT allowed.
6. The bids must be prepared in accordance with the instruction in the bidding documents and must submit by **22-12-2025 at 10:30 AM**. Bids will be opened on the same day at 11:00 AM
7. Hard Copy of bid along with Original Bid Security instrument MUST BE submit to the under signed before deadline of the bid.

### Pakistan International Airlines

Purchases Flight Kitchen Section, 1<sup>st</sup> Floor, Supply Chain Management (old P&L) Department Building,  
(PIACL), Head Office Karachi Airport-75200 Pakistan.

Tel: +92-21-99045131 / 5379, Fax: +92-21-34570120

E-mail: [spo.fk@piac.aero](mailto:spo.fk@piac.aero) / [dgmpc@piac.aero](mailto:dgmpc@piac.aero) / [khijzpk@piac.aero](mailto:khijzpk@piac.aero)

Website: <http://web.piac.com.pk/>

**Invitation of Tenders and Instructions to Bidders (Must Read Carefully)**

**Important Note:**

- Must participate through EPADS System, only those Manual bids shall be considered which have already been quoted through EPADS.

**After Submission through EPADS, following documents are required physically:**

- EPADS Tender Print
- Tender Cost: PKR \_\_\_\_\_
- Earnest Money: PKR \_\_\_\_\_
- Quality Tender Samples Quantity \_\_\_\_\_
- Technical Literature \_\_\_\_\_
- Company Profile \_\_\_\_\_
- Certifications \_\_\_\_\_
- Authorizations \_\_\_\_\_

Manual bids must be submitted before Closing date i.e. \_\_\_\_\_

M/s. \_\_\_\_\_  
 \_\_\_\_\_

**Sub: “LIQUID SOAP CLEANER (G/P) [Annual] Y-2025-26”**

Dear Sirs,

We are pleased to invite your sealed tenders for the items listed in the attached schedule/s. In case of more than one schedule separate tender for each schedule should be furnished. The terms & conditions of the tender / supplies are given below:-

**SUBMISSION OF TENDER**

1. You are required to send your sealed tenders on “Single Stage Two Envelope Basis” addressed to D.G.M Purchases Commercial, Supply Chain Management (old P&L / Store) Department Building, PIACL Head Office, JIAP Karachi-75200 by **22-12-2025**.
2. The tenders may be dropped in the tender box marked as “Tender Box Commercial Purchases” placed at the entrance of the PIA Supply Chain Management (old P&L) Building latest by 10:30 hours on the specified date.
3. You may also send your tenders through registered A/D, which must reach before the closing date and time mentioned above.
4. Tenders will be opened at 11:00 hours, the same day in the presence of bidders. (optional)
5. Both technical & Financial Proposals should be sealed with Scotch Tape with authorized signature.
  - a) Tenders must be in two separate sealed envelopes;
    - ✓ (Technical Proposal) → with Tender Reference Number
    - ✓ (Financial Proposal) → with Tender Reference Number.
  - b) Note: All foreign bidders must mention Tender Ref No, date of opening & item description on their courier envelope. (strict compliance)
6. Tenders received after stipulated date & time shall not be considered. The Corporation will not be responsible for any postal delays.
7. The decision of General Manager (Procurement) in all respects shall be final and binding.

## **Bid Security (for local bidders only)**

The Tender should be accompanied by a Fixed E/M **Rupees 20,000/-** having been deposited in the form of a Pay Order [from any scheduled bank] and must be payable at Karachi Pakistan in lieu thereof in the name of M/s. PAKISTAN INTERNATIONAL AIRLINES CORPORATION LTD as interest free Earnest Money (Refundable) with **Technical Proposals**. Bid Security in any other shape shall not be accepted. Earnest / Security Money deposited against a running contract(s) purchase orders(s) shall not be transferred as earnest money for any other tender. **All tenders without Earnest Money shall not be considered.**

### **SECURITY DEPOSIT - [for local bidders & optional for foreign bidders]**

Successful bidders, upon award of Contract / Purchase Order an additional amount of **PKR 30,000.00** [will be called if required] as interest free Security deposit in shape of Pay Order or a Bank Guarantee of equivalent amount [duly countersigned by the Head Office of the Bank], Bank Guarantee remain be valid 03-months after expiry of the Contract. [For foreign bidders PIA may call some amount as Security Money by new participants upon evaluated 1<sup>st</sup> lowest bidder (if required)]

### **PREPARATION OF TENDER**

Tender will be opened on “Single Stage Two Envelopes” basis. All bidders must submit two sealed envelopes “Technical proposal and Financial Proposal” on specified tender opening date/time. Technical Proposal will be opened on same date, whereas Financial Proposal will remain sealed till the evaluation of samples according to the specifications. Financial Proposal of only those bidders will be opened whose sample are found acceptable. Evaluation Report as per PPRA Rule-35 will be uploaded on both PPRA and PIA websites.

### **FINANCIAL Proposal [having following documents]:**

1. Tender Schedule –“A” Complete Form duly filled in, signed, stamped every page and sealed with scotch tape.

### **TECHNICAL Proposal - [having following documents Mandatory Requirement ].**

1. **Tender Fees Pay Order of Rs 15,000.00 [Non Refundable]** - On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount] - for Local Bidders only.
2. **Fixed Earnest Money PKR 20,000/- of Total Bid Value in shape of Pay Order [issued from any scheduled bank] as Earnest Money [Refundable/Interest Free]** - On back side of Pay Order, Vendor must write company name/stamp, Tender Ref. No, date, Earnest Money & amount] - for Local Bidders only
3. **Quality samples [Qty 20/25 Litter Can)]** – [Non-Returnable]
4. Technical Proposal of item & Company profile.
5. Copy of GST & NTN Certificate - [for local bidders only]
6. **Tender Schedule “B”, “C” & Specifications**, must be attached with Technical Proposal.
7. Manufacturer / Authorized Distributor of Manufactures & importers can participate.
8. **Samples must be without stamp & without vendor name, only temporary sticker for identification is allowed.**
9. Technical Proposal [Certificates & Distribution Letters only] should be submitted in **02-two sets**, inserted in Technical Proposal Envelope. [One for Technical Evaluation & One for file record]. Mandatory

All information about the material proposed to be supplied must be given as required in the schedule to tender - The tender will not be considered if complete information required is not given therein. Particular attention must be paid to delivery time - Authorized Signatures of individual signing the tender and other documents connected with the contract must specify whether signing as:

- a) Sole Proprietor or his attorney.
- b) A registered active partner of the firm or his attorney.
- c) For the firm per procreation.
- d) As secretary, Manager, Partner, etc., or their attorney in case of firms registered under Partnership Act.
- e) In any query without hesitate you will contact / emails mentioned concerned officer.

## **PRICES**

- a) The Prices quoted must be net as per accounting unit as shown in the Schedule of tender, inclusive of all duties / taxes, packing, octroi and delivery charges for free delivery to PIA Flight Kitchen through Foreign / Local Receipt Section Supply Chain Management (old P&L) Department Building PIA Karachi Airport. However, if GST is applicable, same should be shown separately.
- b) The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order / Contract.
- c) The Prices must be stated for each item separately both in words and figures. Additional information, if any must be linked with entries on the Schedule to Tender.
- d) Offers must be valid for 120 days. (Extendable in line with PPRA Rules)
- e) Rates must be written on PIA prescribed form otherwise Bids will not be entertained.
- f) Correction White Fluid or Over Writing strictly is not allowed otherwise tender will be rejected/ not-considered.
- g) For foreign bidders, rates will be converted into local currency at the date of financial opening & will be locked till completion of P.O supplies.

## **ACCEPTANCE OF TENDER**

PIA does not pledge itself to accept the lowest tender and reserve the right to accept or reject any or all tenders / quotations, divide business among more than one supplier or accept the tenders at rates on lowest individual items or extend the date of opening / cancel as per PPRA Rules.

Yours truly,  
 for and on behalf of **Pakistan International Airlines**

**Purchases Flight Kitchen (SCM)**

Encl:

1. Tender Schedule "A" & "B" complete form.
2. Undertaking (If attached with tender)

Notes: 1- Prescribed Tenders form for the subject item may be directly downloaded from  
<http://web.piac.com.pk/> or [www.ppra.org.pk](http://www.ppra.org.pk), <https://www.eprocure.gov.pk> websites.  
<https://www.piac.com.pk/corporate/sales-procurement/tenders>

**TENDER SCHEDULE "A"**

REFNO: FSD-25010103

**LIQUID SOAP CLEANER (G/P) [Annual] Y-2025-26**

Particulars of Item	Unit	Quantity Required	Unit Rate PKR without GST	GST On 30% Qty. [if applicable]	Total Value Rs. [Including GST]
<b>LIQUID SOAP CLEANER (G/P)</b> Specification Attached	liter	1, 500			
Total Value in figures/words					
<b>TOTAL CONTRACT VALUE PKR →</b>					
Fixed EARNEST MONEY PKR →		20,000/=			

- All participants must quote one rates. Rates must be inclusive of all Govt. Taxes but GST shall be mentioned separately (if applicable)-
- Delivery required in 02 equal installments with the gap of 60 days/as agreed.
- For any Grievance a fee of Rs 30,000.00 should be submitted. If grievance found Tenable by Grievance Committee same will be refunded, if grievance found Non Tenable, grievance fee will not be refunded.

I / We hereby confirm having read and understood the terms and conditions of the tender and I / we expressly confirm and agree that our tender for the supply of above mentioned items are in terms of and subject to the terms and conditions of the tenders.

**MUST FILL ALL MENTIONED FIELDS**

Bidder's Signature \_\_\_\_\_ Bidder's Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Tel No \_\_\_\_\_ Fax No. \_\_\_\_\_

Contact Person \_\_\_\_\_

Cell No. \_\_\_\_\_

Valid Email \_\_\_\_\_

Valid GST No \_\_\_\_\_

Valid NTN No \_\_\_\_\_

Valid CNIC No \_\_\_\_\_

Mandatory Requirement/Specification.

 Code FSD- 4018  
 08<sup>th</sup> Sept. 2025

Specification of LIQUID SAOP CLEANER (G/P)
Physical:

Product : Liquid Soap Cleaner (G/P)  
 Status : Liquid  
 Color : Any Color  
 Easily Soluble in cold & hot water  
 Expiry : At least one year at the time of delivery

Packing & Labeling

Supplies are required qty.20 to 25 liter can.

- Name of the chemical, date of manufacturing and date of expiry clearly mentioned on each can. Dilution ratio and direction to use should be mention.
- MSDS must be provided, procurement department should not accept any chemical sample without MSDS.
- Tests will be done by cleaning Floors.
- Laboratory Report : Latest verifiable Food Grade Certificate from a standard/ reputable laboratory PCSIR that is contains Food Grade Chemicals.
- Consistent quality should be maintained for all incoming supplies.
- Damage, dirty & dusty can are not acceptable.

Technical Specification

→ PH-1% Solution, Specific Gravity 25°C, Active matter, Solubility, Dermatological Safety,

Transportation / Delivery:-

- Delivery directly at SR-17,Flight Kitchen after inspection.

Sample:

As per approved specification.

Who can supply:

- Manufacturer, Authorized, Distributor of Manufactures, & Importer.  
 A reputable supplier with no track record of conflict or legal dispute with PIA

Other Terms & Conditions:

- Items found below the required specs may be rejected / returned without any liability to PIA.
- PIA security pass for vehicle and employees is the responsibility of vendor.
- Supplier staff delivering goods must wear clean uniform (including shoes and company logo/identity). A fine of 2% on each supply will be imposed in case of non-compliance.

  
 Abdul Rahim  
 Field Service Officer  
 Karachi Airport

Controlled Document, FSD- Evaluation committee is authorized to amend only Page # 1/1

**LIQUID SOAP CLEANER (G/P) [Annual] Y-2025-26**

Mandatory Requirement (must attach with Technical Proposal)	YES/NO
<b>LIQUID SOAP CLEANER (G/P) [Annual] Y-2025-26</b>	
Specification given above	
Manufacturer/Authorized Distributor of Manufacturer /& importers can participate	
<b>Participant must be registered with Sales Tax Authorities.</b> → Please attach copy of GST Registration Certificate (indicating current "Active" status otherwise stand "Rejected" ab-initio).	
<b>Quality samples[ Qty: 20/25 Ltrs Can] must be submitted (non-returnable)</b> Delivery must be made at SR-17 PIA Flight Kitchen through PIA Local Receipt Section SCM (Store) Building as per delivery schedule given in PO. Fixed earnest money (Pay Order) must be submitted along with the <b>Technical Proposal</b>	

**Tender Terms & Conditions**

1. If any stage documents provided by participants found tempered / bogus Fixed deposited E/Money will be forfeited.
2. For the life rack item should be (01) years expiry date from the delivery date [for rack life items].
3. All participants are required to quote one rate inclusive all Govt: Taxes but GST separately.
4. Please note that quoted rates must be firm and final in all respect.
5. Guarantee & warrantee must be provided. (if applicable)
6. Payment TERMS NET THIRTY (30) DAYS or as agreed, income tax will be deducted at source.
7. Quotation must be valid for 120 days from the date of technical proposal opening. Suppliers are bound to accept P.O within bid validity otherwise Fixed deposited E/Money will be forfeited.
8. **Quantity 15% may increase or decrease.**
9. Bid will be awarded on technically qualified individual lowest rates basis.
10. All foreign vendors must send their sealed quotation via courier service directly to General Manager Procurement SCM Department. PIA will not be responsible for any postal delay.
11. Items are subject to evaluation by providing advance sample to determine the required quality by the user department/Joint Evaluation Committee.
12. Item found below PIA standard shall be rejected & not entertained.
13. If the material is not supplied within the specified period same will be procured from elsewhere at the Risk & Expense of supplier if vendor fail to provide any justified reason in response to our notice(s).
14. Supplier should fulfill all documentary requirements as per PIA procedure.
15. Must comply with Food Laws of Pakistan / product country.
16. It will be the suppliers' responsibility to obtain Entry Passes for PIA Flight Kitchen Division for their personnel and the vehicles from PIA. Security after completing the required formalities
17. Supplier staff delivering goods must be in clean uniform, non-conformity will incur 02% deduction from the billing amount.
18. All Bidders should fulfill every column and attach the relevant documents along with the proposals.
19. If goods delivered late than delivery schedule mentioned in Purchase Order. An amount equivalent 2% [& will be exceed on time bar] of invoice / bill value will be deducted.
20. PIA has right to visit the bidder's manufacturing site.
21. Technically successful bidders will be informed their results & Financial Opening date.
22. During the whole delivery period or in tendering process, PIA can verify the material from any independent Laboratory for which charges will be deducted from the bills / security deposit of the vendor.
23. Tenders all conditions are applicable to all Bidders.
24. If you have any query you can contact without any hesitation to concerned Procurement Officer email [spo.fk@piac.aero](mailto:spo.fk@piac.aero) +92-21-99045668

PARTICIPATION AUTHORIZATION LETTER

Must be filled by Representative of Company with C.N.I.C Copy, Company Identification & must be submit with  
Technical Proposal only

TO WHOM IT MAY CONCERN

Dated: \_\_\_\_\_

I Namely \_\_\_\_\_ Bearing CNIC No. \_\_\_\_\_

Representing M/s. \_\_\_\_\_ am hereby

Authorized by my company to submit proposal against Tender No: \_\_\_\_\_

For (item) \_\_\_\_\_

To PIA and observe proceeding on tender opening day.

Copies of my CNIC & Company Card copy are enclosed.

Authorized Signature & Seal of Supplier with Designation \_\_\_\_\_

Address \_\_\_\_\_

Valid Email \_\_\_\_\_

Telephone No \_\_\_\_\_ Cell No. \_\_\_\_\_

Fax No: \_\_\_\_\_ Valid Email \_\_\_\_\_