



## TENDER DOCUMENTS

I/T No. CATI/2066/114/TIMS

ACQUISITION OF LATEST VERSION QMS ISO 9001  
CERTIFICATION FOR CIVIL AVIATION TRAINING  
INSTITUTE HYDERABAD THROUGH CERTIFICATION  
BODY.

  
GULZAR ALI BHATTI  
DMR SQMS  
CATI HYDERABAD

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The Bidding Document comprises of the following Annexure:

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**PAKISTAN AIRPORTS AUTHORITY**  
**Civil Aviation Training Institute Hyderabad**

**INVITATION TO TENDER**

**Acquisition of IMS Certification through CERTIFICATION BODY (CB) / Certification Agency (CA).  
 IMS includes current version of QMS ISO 9001**

<b>TENDER NUMBER</b> CATI/2066/114/TIMS/I	<b>DATE:</b> 12-02-2026	<b>QUOTATION BASIS</b> Single Stage Single envelope
<b>FIRMS'S NAME &amp; ADDRESS:</b>	<b>QUOTATION REQUIRED</b> BY: 02-03-2026 TIME: 11:30	<b>TENDER TO BE OPENED</b> BY: 02-03-2026 TIME: 1200
<b>(03 YEARS SERVICE CONTRACT)</b>		
<b>DESCRIPTION</b>	<b>Quotation / BOQ</b>	
<b>Acquisition of IMS Certification through CB/CA.</b>  <b>IMS includes current version of QMS ISO 9001</b>	Grand Total as per Annexure – B (in figure & words)  <i>Note: this form will be part of Bid only.</i>	
<b>TENDERER / BIDDER</b>	<b>Pakistan Airports Authority (PAA)- Civil Aviation Training Institute (CATI)</b>	
Signature / Stamp of the firm  Telephone  Date:	REF:	<b>SIGNATURE OF ISSUING OFFICER:</b>
	DATE:	
	TELEPHONE	
Note: For submission of Tender, please follow single stage-single envelop procedure as per terms & conditions.		

  
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**ACQUISITION OF QUALITY MANAGEMENT SYSTEM (QMS ISO 9001 IN CATI  
QUOTATION / BOQ**

Name of Standard: QMS (ISO 9001)

**Table-A (Initial Audit Stage-I& II)**

S#	Site	Estb	Registration / Certification Charges	No of Man-days	Rate Per Man Day including all overheads*	Total charges
			(PKR)		(PKR)	(PKR)
1	<b>Civil Aviation Training Institute (CATI) at Hyderabad on ISO 9001:2015</b> <ul style="list-style-type: none"> <li>o School of Air Navigations services (ANS)</li> <li>o School of Airport Services(APS)</li> <li>o School of Aviation Management</li> <li>o School of Regulatory Services Functions</li> <li>o Academics - TRAINAIR Plus &amp; Course Development Unit (Library)</li> <li>o Director CATI office (HR) , Finance, Camp Commandant (Horticulture, Facilitation Security) Hostel/ Mess, IT Logistics, ES Civil, ES E&amp;M, MT, Medical, Electronics and SQMS</li> </ul>	<b>171</b> (Regular Officers / Staff) + <b>181</b> (outsour ce staff) = <b>352</b>				

**Table-B (SURVEILLANCE-I)**

S#	Site	Estb	No of Man-days	Rate Per Man Day including all overheads*	Total
				(PKR)	(PKR)
1	Civil Aviation Training Institute (CATI)	352			

**Table-C (SURVEILLANCE-II)**

S#	Site	Estb	No of Man-days	Rate Per Man Day including all overheads*	Total
				(PKR)	(PKR)
1	Civil Aviation Training Institute (CATI)	352			

Total Charges in words A+B+C (PKR)=	Table-A	Table-B	Table-C	Total Charges A+B+C (PKR)=

**NOTE:**

- a) CATI requires certification on QMS (ISO 9001 2015) only, already certified, certificate expired on Oct, 2025.
- b) Number of man days will be calculated as Quality Management System (QMS ISO 9001) in accordance with IAF MD-5/ International Standard related to initial/ re-certification, Surveillance - I & Surveillance - II audits.
- c) The CB/CA shall be evaluated on Least Cost Based Selection, after meeting all mandatory specifications/Qualification criteria , and whole price (total bid value) basis. The financial evaluation and subsequent contract award will be awarded to the most advantageous bid who fulfill the mandatory qualification criteria on whole price (total bid value) basis,
- d) On-site man-days shall be treated only.
- e) An overhead includes Traveling, boarding & lodging facilities, offsite man-days and all taxes (excluding provisional sales tax on services).
- f) The contract will be effective from the date of signing of the contract and will remain valid for 03 years. The contract shall be governed under the Laws of Pakistan.

  
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**BIDDER'S ELIGIBILITY / QUALIFICATION CRITERIA**

(To be filled &amp; signed by authorized officer of the Firm)

**Acquisition of certification on Quality Management System ISO 9001 for Civil Aviation Training Institute Hyderabad**

**Name of services:** Acquisition of IMS Certification through Certification Body (CB)/ Certification Agency (CA). *IMS includes latest versions of QMS ISO 9001 in Civil Aviation Training Institute Hyderabad.*

**Note:** Documentary evidences / certificates (attested photocopy by Notary Public or Oath Commissioner) are required for each and every aspect of Bidder's Eligibility / Qualification Criteria.

**A. MANDATORY ELIGIBILITY CRITERIA:**

The bidder/ participant Certification Body/ Certification Agency (CB/CA\*) shall not be eligible for participation in the tender if fails to provide any one of the following mandatory requirements:

S#	Descriptions	Documentary Evidence required)	Compliance (YES / NO)
a)	The CB/CA is ISO 17021 Certified.	Copy of ISO 17021 certificate	
b)	The CB/CA is accredited from Pakistan National Accreditation Council (PNAC) / International Accreditation.	Copy of PNAC registered certificate	
c)	The CB/CA must have at least 5 years' experience of certification audit. (company profile and history to be provided)	Copies of work agreements with concerned organizations or ISO certificates minimum 05 work order or ISO certificates from last 05 years.	
d)	CB/CA is registered with Security & Exchange Commission of Pakistan (SECP).	Copy of registration certificate with SECP.	
e)	CB/CA is registered with Federal Board of Revenue (FBR) i.e. having National Tax Number (NTN) Certificate and included in the Active Taxpayer List (ATL).	Copy of registration with FBR having NTN number –active ATL status .	
f)	CB/CA shall submit an affidavit showing that company is not the defaulter neither has never been blacklisted by the Government / Autonomous / Private bodies.	Affidavit on Rs 100 non-judicial stamp paper to be attached with bid.	
g)	Number of auditors of CB/CA qualified on IMS (QMS) approved with International Register of Certified Auditors (IRCA)-	List of auditors minimum (05) along with IRCA approved certificates to be provided	
h)	CB/CA shall submit an affidavit listing all the litigations arbitrations or the affidavit of no litigation as the case may be.	Affidavit on Rs 500 non-judicial stamp paper to be attached with bid.	

Following Abbreviations have been used

**CB:** Certification Body

**CA:** Certification Agency (Representative of Certification Body in Pakistan)

**CATI:** Civil Aviation Training Institute

**DMR** Deputy Management Representative

**PAA** Pakistan Airports Authority

**Note 2:** The CB/CA is required to fill the eligibility criteria form and mention Yes/ No in compliance column.

  
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**INSTRUCTIONS / TERMS AND CONDITIONS**

## QUALITY MANAGEMENT SYSTEM ISO 9001 IN CATI

**Acquisition of latest version QMS ISO 9001 certification for civil aviation training institute Hyderabad through certification body.**

**MANDATORY REQUIREMENTS:**

1. The Certification Body/ Certification Agency (CB/ CA) shall be considered for tender participation subject to acceptance of terms & conditions.
2. Evidence of necessary documentation in support of terms and Conditions is to be attached in the bidding offer.
3. The following terms & conditions, but not limited to, shall be part of contract agreement with the successful bidder.

S/No.	INSTRUCTIONS / TERMS AND CONDITIONS
1.	The contract will be effective from the date of signing of the contract and will remain valid for 03 years. The contract shall be governed under the Laws of Pakistan.
2.	The Certification Body shall submit an affidavit showing that company has never been blacklisted by the Government / Autonomous / Private bodies. Similarly, any known litigations of the Certification Body or its subsidiary in the world shall be communicated.
3.	Authority letter from Head of CB/CA must be attached in favor of the person authorized to sign the bid/ tender documents and to attend the tender proceedings. Failing this, the bid/ tender documents shall not be entertained, and he shall not be allowed to attend the tender proceedings.
4.	Tender documents should be duly signed and stamped on each page by the authorized executive of CB/CA.
5.	The CB/ CA shall submit prices w-r-t man days (on-site days) in Appendix-B provided in the Tender Documents for the Bid. The prices will remain unchanged during the contract period.
6.	The CB/ CA shall be responsible for any kind of loss / damage during process of audit proceedings due to any negligence on part of CB/ CA.
7.	Pakistan Airports Authority (PAA) reserves the right to terminate the bidding / contracting process at any time without notice and compensation.
8.	Contract is not transferable nor can be sublet.
9.	Procedure for competitive bidding: - Single stage single envelope basis: the tender should be in single seal envelope; addressed to DMR SQMS CATI Hyderabad. The Bidder shall prepare one original bid to be uploaded on PPRA EPADS Portal and submit sealed bid physically at the address as specified in the Tender document before closing time & date, In the event of any discrepancy between the bid uploaded on EPADS portal and physical bid, the bid submitted / uploaded on EPADS portal shall prevail.
10.	First the eligibility of all the bidders will be assessed as per Appendix- C on the basis of documentary evidence as mentioned in Appendix-C. The "Bid" of only eligible bidders will be considered. The amount (in) Pakistani Rupees should be mentioned both in figures and words where applicable. However, in case of any difference in amounts, precedence shall be given to the amounts quoted in words.
11.	Pakistan Airports Authority (PAA) shall not accept late submission of tender documents.
12.	Tender documents (proposal) should be typed / legibly written, Use of Blanco/ eraser and/or incomplete tender documents shall be rejected.
13.	Only one offer as per Appendix-A& B specification would be acceptable. Alternate and/or conditional offer(s) shall be rejected out rightly.
14.	Bidders should quote firm and final Price, inclusive of all applicable Government taxes and duties. (Excluding provisional sales tax on services).

S/No.	INSTRUCTIONS / TERMS AND CONDITIONS
15.	The bid/offer received without Appendix-A, B and C shall be rejected.
16.	Man days will be calculated in accordance with the latest issue/ version of IAF MD - 5 (International Standard guidance)
17.	No extra man days shall be provided other than as quoted by the bidder in Appendix- B.
18.	Pakistan Airports Authority – Civil Aviation Training Institute (CATI) shall be assessed against the following mentioned standard. Quality Management System The current status of certification in CATI is mentioned in Appendix –B
19.	CB/CA will be evaluated on the basis of eligibility criteria– Appendix-C".
20.	Traveling, boarding and lodging facilities shall be borne by the (CB/CA), charges with respect to offsite man-days will be covered in Onsite man-days.
21.	Initial / Stage – I, Stage – II / surveillance audit results / reports should be submitted within one month from the date of last audited site.
22.	Payment shall be made after submission of comprehensive and detailed initial / surveillance audit report against consolidated Invoice (in original) submitted to DMR SQMS.
23.	The bidder(s) shall furnish Bid security, as part of bid, in the shape of Bank Drafft/Pay order issued by scheduled bank operating in Pakistan, in favor of <b>PAA Disbursement</b> as per amount mentioned in Invitation to Bid Notice and / or Bidding Documents as Bid security. Any Bid not accompanied by Bid security or Bid security falling short of the amount shall be rejected without any right of appeal. The Bid Security should remain Valid till the period of Bid Validity i.e. 180 days. Original Bid Security must be attached with bidding documents (hard format in sealed envelope) and the Bid Security copy (pay order) must be attached through EPADS online submission as well before submission Date & Time. Bid Security of Unsuccessful bidders shall be returned after finalization of tender proceeding. The most advantageous bidder shall provide the requisite documents for contract signature i.e. Performance Bond @ 10% of total bid / contract value and Non-Judicial Stamp papers @ rate applicable as per the Stamp Fees Rates, The Stamp Act, 1899 for the contracts, applicable in Province of Sindh. Furthermore, bid security of bidders shall be withheld until contract agreement with successful bidder is signed. The Performance Security (or Guarantee) shall remain valid till the complete execution of contract i.e. 3 years.
24.	If the successful bidder does not complete the contractual period/ obligations, the performance bond shall be forfeited.
25.	Financial evaluation will be made on the basis of total charges as explained in Appendix-B.
26.	The contract will be awarded to the most advantageous Bidder whose bid has been found Technically qualified, financially compliant and emerged as the Most Advantageous i.e. the bid which has been determined to be substantially responsive to the eligibility criteria, compliant to specifications, applicable laws and other terms of Bidding Documents and which has the lowest evaluated Bid Price. <ul style="list-style-type: none"> <li>o The contract will be awarded to the Most Advantageous bid on Whole price (total bid value) basis, based on lowest cost.</li> <li>o Sample Contract and its General Terms &amp; Conditions are available at Appendix–D &amp; E of bidding document. However, the contract clauses might vary at the time of execution of the contract.</li> </ul>
27.	Bidder(s) submitting forged documents / fake information shall be liable to be blacklisted.

**SAMPLE CONTRACT**  
**CERTIFICATION CONTRACT**

This Contract is made at Civil Aviation Training Institute, Hyderabad on this \_\_\_\_\_ day of \_\_\_\_\_, 2026

**BETWEEN**

Civil Aviation Training Institute (CATI) was established in 1982 initially to cater for aviation training needs of Pakistan Airport Authority (PAA) under the PAKISTAN AIRPORTS AUTHORITY - (PAA Act, 2023(ACT No. XLVOF 2023) through Director Civil Aviation Training Institute Hyderabad (hereinafter called the "CATI" or the "Client" which term, whenever the context so permits, shall mean and include its respective authorized officers, successors-in-interest, executors and administrators and / or assignees) of the one part

**AND**

M/s. ....Certification Body (CB)/ Certification Agency (CA).....), a company incorporated in Pakistan under the Companies Ordinance 1984, having its registered office situated at.....Pakistan.

(Hereinafter called "**Certification Body**" Or the "**Certification Agency**" which term, where the context so permits, shall mean and include its respective legal heirs, successors-in-interest, executors and administrators and/or assignees), of the other part.

Hereinafter jointly called "the parties"

WHEREAS:

1. The Pakistan Airports Authority PAA location CATI desires to undertake a certification process according to the current version of **QMS ISO 9001** Standard. (In case of issuance of revised version of aforementioned standard by ISO during the currency of the agreement, the certificate(s) in accordance with the latest standard shall be issued subject to the conditions laid down by ISO.
  
2. **M/S**.....as (CB/CA)is the international/foreign certification organization accredited for conferring certificate based on the aforementioned standard and carry out their international certification activities in Pakistan through their representative Certification Agency i.e.....According to the agreement between ....**Certification Body**.....and....**Certification Agency**.....) as Certification Agency, it has been decided that .....**CA**..... will carry out the formalization of contract with the Client/CATI on the evaluations based on the aforementioned standard, with the aim of the Client obtaining the...**CB** .....Certificate.

**NOW THEREFORE, THE FOLLOWING HAS BEEN AGREED:**

**CONTENTS**

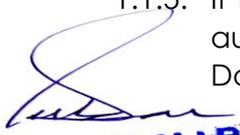


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- ARTICLE 1:** OBJECTS AND SCOPE OF THE CONTRACT
- ARTICLE 2:** OBLIGATIONS OF THE PARTIES
- ARTICLE 3:** FINANCIAL PROVISIONS
- ARTICLE 4:** DURATION OF THE CONTRACT
- ARTICLE 5:** CERTIFICATE
- ARTICLE 6:** SUSPENSION
- ARTICLE 7:** TERMINATION
- ARTICLE 8:** CONSEQUENCES OF CANCELLING CERTIFICATION
- ARTICLE 9:** INTELLECTUAL PROPERTY
- ARTICLE 10:** CONFIDENTIALITY
- ARTICLE 11:** LIMITATION OF LIABILITY
- ARTICLE 12:** FORCE MAJEURE
- ARTICLE 13:** SETTLEMENT OF DISPUTES
- ARTICLE 14:** APPLICABLE LAW
- ARTICLE 15:** ATTENDANCE OF MEETINGS
- ARTICLE 16:** COMMUNICATIONS AND CHOICE OF ADDRESS
- ARTICLE 17:** MISCELLANEOUS PROVISIONS
- ARTICLE 18:** CLOSURE OF THE CONTRACT
- APPENDIX-A:** FINANCIAL PROVISIONS (Schedule)

**ARTICLE 1: OBJECT AND SCOPE OF THE CONTRACT**

- 1.1. The object and scope of this contract is to:
- 1.1.1. Define the conditions under which .....**(CB/CA)**..... will perform an assessment of the activity (ies) of CATI according to the current version of **QMS ISO 9001** Standard, for the purpose of obtaining certificate under the..... **(CB)**.....trade mark.
  - 1.1.2. Determine the conditions under which ..... **(CB/CA)**.....will issue and maintain certificate under the ..... **(CB)**.....trade mark.
  - 1.1.3. For any request for assessment or certification to any other technical standard which is not mentioned in para-1.1.1 above, the possibility will be examined by ..... **(CB/CA)**.....in accordance with standards of.....**(CB)**....., if need be, subject to specific contractual provisions mentioned in financial provisions (**Appendix-B**).
  - 1.1.4. CATI shall be assessed against the above mentioned standard; however, sequencing and prioritization for auditing sites as well as Standard as mentioned in **Appendix-B**....shall remain at CATI's discretion. The audit process related to certification (Stage-I, Stage-II, Initial/ Renewal, Surveillances and follow-ups) steps during certification should be according to M/S..... **(CB/CA)**.....certification and international accreditation rules.
  - 1.1.5. If the scope of same audit sites as mentioned in **Appendix-B**..... is increased, the audit duration shall be calculated according to the guidelines given in IAF Mandatory Document Guidance, however the man day rates quoted by the bidders shall remain

  
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unchanged.

## ARTICLE 2: OBLIGATIONS OF THE PARTIES

### 2.1. OBLIGATIONS OF M/s. .... (CB/CA).....)

- 2.1.1 During the assessment of the activity (ies) of CATI in accordance with the current version of **QMS ISO 9001** Standard, **M/S..... (CB/CA).....** undertakes:
- 2.1.1.1. To use qualified auditors and, if necessary, qualified experts as per the tender documents;
- 2.1.1.2. To use all appropriate means to assess CATI i.e. to be in conformity with the standard(s) chosen, in accordance with **Appendix-A & B**.
- 2.1.1.3. To perform, during the period of validity of the certificate issued in accordance with the terms and conditions provided hereinafter, surveillance audits of the CATI with the standard.
- 2.1.2 The procedures for such audits shall be described in a notice sent by ..... **(CB/CA).....** to CATI. The..... **(CB/CA).....** also undertakes to act as an interface between..... **(CB/CA).....** and CATI.
- 2.1.3 At the satisfactory conclusion of the assessment(s) described hereinabove, ..... **(CB/CA).....** is to ensure that, ..... **(CB/CA).....** shall issue certificate to CATI certifying that the measures adopted are in conformity with the standard. The certificate and/or declaration(s) of certification and/or any attachments issued shall apply only to the activities and sites indicated in **Appendix-B** and that are approved during the course of the assessment.
- 2.1.4 Acquiring certificate for Civil Aviation Training Institute (CATI) shall remain at CATI's discretion either single certificate or individual certificates for each School / independent branch. CATI shall inform to M/s. .... **(CB/CA).....** in advance regarding its decision on **Appendix-B** to be submitted before the planning of audit.
- 2.1.5 The..... **(CB/CA).....** Undertakes to submit audit report within one month of audit end date.
- 2.1.6 The ..... **(CB/CA).....** also undertakes to immediately pass on to CATI the certificate issued by M/S..... **(CB/CA).....** in case of Initial / Renewal Certification audits per the payment process mentioned in para-3 of this agreement.
- 2.1.7 The payment for audits to M/S..... **(CB/CA).....** shall be made subject to submission of audit report within one month of audit end date as per the payment process mentioned in Para-3 of this agreement.
- (Further, the certification audit can also results in failure to acquire certification, M/S..... **(CB/CA).....** will not issue any certificate in this case and PAA /CATI will clear the payments accordingly.)*
- 2.1.8 The prices with respect to per man days (including all overheads) and registration/ certification charges in **Appendix-B** will remain unchanged.
- 2.1.9 M/S..... **(CB/CA).....** shall be responsible for any and all kind of loss / damage to CATI during process of audit proceedings due to any negligence on its part.
- 2.1.10 This contract is not transferable nor can be sublet.
- 2.1.11 Man days will be calculated in accordance with the latest Issue/version of IAF Mandatory Document guidelines.
- 2.1.12 No extra man days shall be provided other than on-site.
- 2.1.13 Traveling, boarding and lodging facilities shall be borne by the..... **(CB/CA).....**, only transportation during audit proceedings shall be provided by

- PAA/ CATI within the premises of audit sites.
- 2.1.14 Audit results / reports should be submitted within one month from the date of last audited site.
- 2.1.15 Payment shall be made after submission of comprehensive / detailed audit reports against consolidated Invoice (in original) to be submitted to DMR SQMS, subject to conditions contained hereinafter relating to payment.
- 2.1.16 Transition charges from previous version to current / latest version of IMS Standard shall be 25% of Registration / Certification charges, if applicable.

## 2.2. OBLIGATIONS OF PAA & CATI

**2.2.1. Obligations Prior to the Assessment:**– Pakistan Airports Authority PAA shall cooperate with..... **(CB/CA)**.....by facilitating all operations intended to verify compliance with the rules for certification and/or assessment as freely accepted by CATI, and to pay all amounts owed to ..... **(CB/CA)**.....in accordance with the financial provisions mentioned in **Appendix-B** of this contract, with regard to CATI, the foregoing means to:

- 2.2.1.1. Supply to..... **(CB/CA)**.....all necessary related working documents, and in particular those used by CATI, sufficiently in advance to allow ..... **(CB/CA)**.....to perform its services;
- 2.2.1.2. Make available to ..... **(CB/CA)**.....means of access to the sites to be visited to ensure, with regard to all personnel sent by ..... **(CB/CA)**.....that all safety measures regarding working conditions, sites and equipment are in conformity with applicable regulations of the country;
- 2.2.1.3. Take all measures necessary to remove any impediment or resolve any difficulty that would hinder the proper performance of ..... **(CB/CA)**.....audits and to conduct itself in a fair and honest manner.
- 2.2.1.4. Allow the presence of a silent observer, in the event that such presence is mandatory or imposed on ..... **(CB/CA)**.....and/or..... **(CB/CA)**.....by international standards or by international agreements to which..... **(CB/CA)**.....and/or ..... **(CB/CA)**.....is/are signatory and of which PAA/ CATI is a beneficiary.

**2.2.2. Obligations Related to the Holding of a Certification:** During the cycle of the certification, PAA/ CATI shall be obligated:

- 2.2.2.1. To authorize Initial/Renewal Audits as well as annual surveillance audits or more frequently if PAA/ CATI so desires, during the period of validity of the certificate.
- 2.2.2.2. During the period of validity of each certificate, there shall be at least two (02) surveillance audits. The interval between 2 audits should not be more than 11 months, whereas ..... **(CB/CA)**.....shall inform in advance for the surveillance/ renewal audit dates and CATI shall plan the audit process accordingly. The expenses of such audits shall be borne by CATI in accordance with per man day rates as mentioned in **Appendix-B**.
- 2.2.2.3. To authorize the renewal audit approximately six (6) months prior to the expiration date of a certificate in order to allow it the time to perform any corrective actions necessary to ensure the conformity of its management system with the standard(s).
- 2.2.2.4. To comply during the period of validity of the certificate issued by .....

  
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- (CB/CA).....with the requirements of the standards and with the regulations concerning the use of trade mark of the..... (CB/CA).....
- 2.2.2.5. To not change or alter the certificate issued by ..... (CB/CA).....and passed on by ..... (CB/CA).....
- 2.2.2.6. The ..... (CB/CA)..... will issue NCRs (Non Conformance Reports) to the auditees during the audit / closing meeting(s) and CATI will forward the Action Plans on the NCRs within four (4) weeks to ..... (CB/CA).....

### 2.2.3. Obligation to Provide Information

- 2.2.3.1. CATI shall provide to..... (CB/CA).....data and information that is accurate, genuine and complete and to supply all information or data that may have an effect on the assessment, audit or certification procedures.
- 2.2.3.2. CATI shall inform..... (CB/CA)..... if the activity or activities to be certified are subject to statutory and/or regulatory provisions. Compliance with such provisions shall be the sole responsibility of CATI, unless otherwise expressly agreed by..... (CB/CA).....
- 2.2.3.3. CATI shall give notice to ..... (CB/CA).....without delay, of any significant change(s) affecting it, in particular, on the one hand, with regard to the identity of CATI, its organization, its activity and/or its management system, and on the other hand, the persons having decision making authority and/or their representative(s).

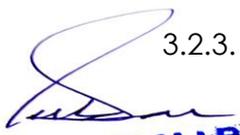
## ARTICLE 3: FINANCIAL PROVISIONS

### 3.1. Prices

- 3.1.1. The prices to be paid to ..... (CB/CA).....are specified in the financial provisions **(Appendix-B)** attached here to subject to provision of invoices. The payment shall be made as per following procedure:
- 3.1.1.1 Subject to submission of the Audit Report within thirty (30) days of the Certification Audit (Initial/ Renewal) completion, the PAA/ CATI shall make payment of the submitted Invoice.
- 3.1.2. The payment of surveillance audit process to..... (CB/CA).....shall be in accordance with the rate mentioned in **(Appendix-B)** subject to submission of surveillance audit report within one month of audit end date.
- 3.1.3. The outcome of certification audit could be either pass or fail; the certificates will not be issued to the CATI if it fail to comply with the requirements of Standard. The payment shall be made to ..... (CB/CA).....regardless of the outcome of certification audit subject to submission of invoice. In case of any follow-up or additional audit required for non-compliant CATI, if agreed mutually, the number of man days shall be according to the IAF Mandatory document and the rates as per **Appendix-B** and it will be the part of this agreement.

### 3.2. Invoicing and payment procedures

- 3.2.1. Payments will be made in Pak. Rupees as mentioned in **Appendix-B** of this contract.
- 3.2.2. All applicable taxes, duties and new taxes (if imposed) under the applicable laws shall be deducted by the Pakistan Airports Authority PAA at source as per the prevailing applicable rates at the time of release of payments to ..... (CB/CA).....
- 3.2.3. The invoices will be issued by..... (CB/CA).....in accordance with **Appendix-B** and payment shall be made through cheque accordingly.

  
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- 3.2.4. For any invoice received and not disputed, Pakistan Airports Authority PAA shall make the payment within two months from the date of invoice but not later than 60 days.

#### **ARTICLE 4: DURATION OF THE CONTRACT**

- 4.1. The contract will be effective from the date of signing of the contract and will remain valid for 03 years.
- 4.2. The contract shall be governed under the Laws of Pakistan.

#### **ARTICLE 5: CERTIFICATES**

##### **5.1. Form of the certificates**

- 5.1.1. The certificate(s) and/or declaration(s) of certification and/or any attachments issued shall apply only to the activities and sites mentioned in **Appendix-B**.
- 5.1.2. The certificate(s), the declaration(s) of certification or of assessment, any attachments issued by ..... **(CB/CA)**.....and the assessment report(s) prepared by ..... **(CB/CA)**....., regardless of the form of the said certificate(s) and audit report(s), shall be issued in a standard format established by ..... **(CB/CA)**.....
- 5.1.3. The..... **(CB/CA)**.....through ..... **(CB/CA)**.....may add or eliminate any of the indications and/or distinctive signs included on the electronic certificate(s) and/or the proof of certification (and any attachments thereto). In such case,..... **(CB/CA)**.....shall modify and re-issue the documents/ Certificates as modified without any cost to Pakistan Airports Authority PAA.

##### **5.2. Property and duration of the certificates**

- 5.2.1. The intellectual property rights in the certificate(s), the proof of certification and/or the declaration(s) of assessment shall remain with ..... **(CB/CA)**.....and these shall not be unilaterally modified or altered by Pakistan Airports Authority PAA as well as CATI.
- 5.2.2. The certificate(s) issued by ..... **(CB/CA)**....., as well as the proof of certification, shall be issued for a period of three (3) years except in the case of legal provisions to the contrary in force at the relevant time by which ..... **(CB/CA)**.....and/or..... **(CB/CA)**.....are bound and which the..... **(CB/CA)**.....will notify to CATI for appropriate course of action.
- 5.2.3. A certificate, along with the proof of certification and any attachments thereto, is non- transferable.

##### **5.3. Communication regarding audit reports and the certificates**

- 5.3.1. The..... **(CB/CA)**.....shall submit the audit reports within 30 days of closing of the Audit. CATI shall use the audit reports for corrective actions and subsequent issuance/ renewal of certificates, subject to the obligation to distribute the recent audit reports to the auditees which shall not be modified by CATI.

#### **ARTICLE 6: SUSPENSION**

- 6.1. The certificate(s) of CATI may be suspended, subject to a three (03) months prior written notice to CATI by ..... **(CB/CA)**.....on behalf of..... **(CB/CA)**.....in the following cases:

- 6.1.1 Upon an initiative of ..... **(CB/CA)**.....and/ or..... **(CB/CA)**.....due

  
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to :

- 6.1.1.1 Major deviations observed with regards to the standard (s) or,
  - 6.1.1.2 Serious breaches of contractual obligations or,
  - 6.1.1.3 Unauthorized use of the certificate(s) or,
  - 6.1.1.4 Observation of audit reports calling into question the conformity of the activity(ies) of the CATI with the standard(s) or,
  - 6.1.1.5 Non-compliance with the regulations concerning the use of.....  
**(CB/CA)** .....trade mark.
- 6.2. The period of suspension shall be for a maximum of three (03) months. The time frame includes the implementation of the measures required to have the suspension lifted.
- 6.3. Upon notice by..... **(CB/CA)**.....of the suspension of its certificate, CATI shall refrain from producing or creating promotional and/or technical documents that mention or make reference to its certification, and shall refrain from making any type of communication to that effect, except in the event of an exceptional and express exemption, non-compliance with this obligation shall result in the withdrawal of the certificate.
- 6.4. In order for the suspension of the certificate to be lifted,**(CB/CA)**.....shall either perform a complete re-evaluation of the activity(ies) of CATI or the follow-up audit with mutual consent. Depending on the result of the audit conducted, the .....  
**(CB/CA)**.....will decide in consultation with ..... **(CB/CA)**....., whether the certificate is to be restored or withdrawn.
- 6.5. At CATI's request, particularly in the event of re organization, preventing it temporarily from maintaining conformity with the standard, such suspension shall be effective for a maximum period of six(06) months.
- 6.6. Suspension of certificate will proportionately extend the said certificate's period of validity.

## ARTICLE 7: TERMINATION

- 7.1. If one of the parties breaches its obligations, the other party shall have the right to give formal notice to the party to perform its obligations within two (02) months from the date of receipt of notice.
- 7.2. In the event that the party in breach does not comply with such notice, the party giving such notice shall have the right to terminate the present contract at any time without any risk and cost.

## ARTICLE 8: CONSEQUENCES OF CANCELLING CERTIFICATION

- 8.1. The use of..... **(CB/CA)**.....trade mark, the mention of the certificate(s) in any format whatsoever, or the mere active mention thereof shall be strictly forbidden when the certificate(s) become(s) invalid and return to .....  
**(CB/CA)**.....

## ARTICLE 9: INTELLECTUAL PROPERTY

- 9.1. .... **(CB/CA)**.....shall provide Pakistan Airports Authority PAA the regulations concerning the terms and conditions for use of..... **(CB/CA)**.....trade mark.

  
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- 9.2. CATI hereby agrees that during the period of validity of its certificate(s), any reference to the actions of ..... **(CB/CA)**.....and to the issuing of the..... **(CB/CA)**.....'s certificate(s) on any of its documents shall be made only in accordance with the provisions of the regulations concerning the use of ..... **(CB/CA)**.....trade mark, and if applicable.
- 9.3. .... **(CB/CA)**.....and ..... **(CB/CA)**.....shall have the right to mention CATI in their promotional literature.
- 9.4. CATI shall have the right to place ..... **(CB/CA)**.....'s trade mark on its Internet site, in compliance with the provisions of the regulations concerning the use of ..... **(CB/CA)**.....'s trade mark.
- 9.5. CATI shall not use ..... **(CB/CA)**.....'s trade mark after the expiration of the period of validity of the certificate(s).

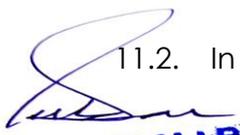
## ARTICLE 10: CONFIDENTIALITY

- 10.1. CATI authorizes..... **(CB/CA)**.....to communicate all necessary information which it possesses on CATI, to ..... **(CB/CA)**.....which are individually bound by an obligation of confidentiality.
- 10.2. Each party hereby agrees that it shall not communicate, even partially, to third parties, with the exception of the aforementioned, any information that it learns / gathers during the performance of the present contract and which has stated to be confidential, without prior written agreement of respective parties.
- 10.3. Any information shared by the parties must not be used for any other purpose except to fulfill the contract.
- 10.4. The auditors, whether service providers or employees, and all persons participating in the certification procedure shall be bound by a professional confidentiality agreement.
- 10.5. The same provisions shall apply to any silent observer proposed by..... **(CB/CA)**..... and whose presence at the site of the audit shall have been accepted by CATI or imposed by international standards or by international agreements.
- 10.6. The provisions of the present article shall remain in force, after the present contract comes to an end; as a result of its expiration or termination for any reason whatsoever, for indefinite period of time, or as long as Pakistan Airports Authority PAA desires.

## ARTICLE 11: LIMITATION OF LIABILITY

- 11.1. .... **(CB/CA)**.....undertakes to use all due care, in accordance with the applicable professional standards and code of conduct, in the performance of its services, and it undertakes to dedicate the necessary means to the performance thereof. .... **(CB/CA)**.....shall be liable only in the event of error or negligence;
- 11.1.1. In such a case, the liability of ..... **(CB/CA)**..... to CATI shall be absolute and unconfined for damages and losses, costs, expenses and any other harm suffered, for which its professional liability is established, regardless of the circumstances.

11.2. In the event that a third-party files a claim against .....

  
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(CB/CA).....and/or..... (CB/CA)..... regarding any of the certificate(s), CATI may provide ..... (CB/CA).....access to all documents necessary to defend the claim.

11.3. When ..... (CB/CA)..... issue a certificate to CATI, the CATI shall have the right to use it and give it the significance it desires, without, however, giving it significance other than what it represents, i.e., an assessment and not a guarantee.

#### **ARTICLE 12: FORCE MAJEURE**

12.1. M/s ..... (CB/CA)..... will not be held responsible for any default occurring in performance of the contract due to event of Force Majeure such as acts of God, war, riots, civil commotion, strike, lock-outs, act of foreign governments and its agencies and disturbance directly affecting ..... (CB/CA)..... over which events or circumstances the ..... (CB/CA)..... has no control.

12.2. If any foregoing event of force majeure occurs, the date(s) for performance of the obligation(s) affected shall be postponed for so long as is made necessary by the event of force majeure. However without limitation to the foregoing, each party shall use its reasonable endeavors to minimize the effects of any event of force majeure.

#### **ARTICLE 13: SETTLEMENT OF DISPUTES**

13.1. The parties will make an effort to settle amicably all disputes that could arise in the interpretation or execution of this contract. The parties agree, in this situation, to resort to Alternate Dispute Resolution methods (ADR) without delay to settle their dispute. The language used throughout the ADR shall be English language. Arbitrator for the purposes of arbitration under this clause shall be Director General Pakistan Airports Authority (PAA) or any other person whom the parties choose with mutual consent. The decision of the arbitrator shall be final and binding on the parties. Furthermore, place of arbitration shall be Karachi Pakistan.

#### **ARTICLE 14: APPLICABLE LAW**

14.1. The applicable Laws / Rules of Islamic Republic of Pakistan (as modified) shall be applicable to this contract and both parties. The courts at Karachi shall have jurisdiction in case any party desires to approach a Court of Law.

#### **ARTICLE 15: ATTENDANCE OF MEETINGS**

15.1. The ..... (CB/CA)..... shall attend all meetings when called by the CATI on mutual understanding to discuss the quality of services and other matters related to the Contract, without any compensation from the CATI. The minutes of such meetings shall be recorded and maintained.

#### **ARTICLE 16: COMMUNICATIONS AND CHOICE OF ADDRESS**

16.1. The parties agree that any communication between ..... (CB/CA)..... and CATI shall be done at..... (CB/CA).....'s/ on behalf of CATI's office address or their respective e-mail addresses i.e.

  
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**CATI HYDERABAD**

<b>Director</b>	<b>Director Civil Aviation Training Institute Hyderabad</b> <b>DMR (SQMS) CATI Hyderabad</b> Phone No. 022-9260323 / 022-9260310/ Fax No. 022-9260324 e-mail: <a href="mailto:director.cati@paa.gov.pk">director.cati@paa.gov.pk</a> e-mail: <a href="mailto:dmr.cati@paa.gov.pk">dmr.cati@paa.gov.pk</a> website: <a href="http://www.paa.gov.pk">www.paa.gov.pk</a>
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- 16.2. The chosen address of each party is the one indicated in the present contract.
- 16.3. Whenever an either party changes its mailing address, the same shall be intimated to the other party at the earliest but not later than 30 days through registered post with request for acknowledgement.

**ARTICLE 17: MISCELLANEOUS PROVISIONS**

- 17.1. The titles of the articles and sections contained in this agreement are purely for information purposes and would under no circumstances condition or limit the meaning or interpretation thereof.
- 17.2. The fact of one of the parties not taking advantage or taking a long time to take advantage of the application of a clause in this contract should not be interpreted as a renunciation of said clause or a modification to the contract. However, the parties must act in good faith to perform this contract.
- 17.3. Should one of the provisions of this agreement be judged void or inapplicable, all other provisions will remain in force insofar as this does not have the effect of emptying the agreement of its substance.
- 17.4. In the case of a clause in this contract becoming void, the parties will meet to replace the cancelled clause as soon as possible with a stipulation that responds as closely as possible to the legal and economic objectives of the contract while retaining its balance. In the absence of an agreement, the parties agree to the application of the back-up legal provisions or whatsoever pointed out by the arbitrator.
- 17.5. This agreement can only be modified by an amendment signed by the parties with mutual consent. Any later amendments are part of this agreement and are subject to all of the provisions governing it that has not been subject to modification by said amendment.

**ARTICLE 18: CLOSURE OF THE CONTRACT**

18.1. Upon satisfactory performance of the contract by the..... **(CB/CA)**..... and discharge of fiscal liabilities on part of CATI, the contract shall be formally closed. To close the contract, M/s ..... **(CB/CA)**..... shall issue a No Demand Certificate (NDC) to CATI mentioning that the CATI has no outstanding amounts towards ..... **(CB/CA)**..... whereas the Pakistan Airports Authority and CATI shall issue a No Objection Certificate (NOC) to..... **(CB/CA)**..... mentioning that the..... **(CB/CA)**..... has successfully accomplished the tasks under this contract.

The parties hereto have signed this contract on date / place first above mentioned.

In witness whereof this agreement is signed between the parties, this the \_\_\_\_\_ day of \_\_\_\_\_ 2026 at CATI Hyderabad.

**FOR AND ON BEHALF OF CIVIL AVIATION TRAINING INSTIUTE (CATI):**

Signature: -  
  
**GULZAR ALI BHATT**  
**DMR SQMS**  
**CATI HYDERABAD**

\_\_\_\_\_

**Name (Authorized Representative):** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**CNIC #:** \_\_\_\_\_

**Witness-1:**

Signature: - \_\_\_\_\_

Name: \_\_\_\_\_

CNIC #: \_\_\_\_\_

**FOR AND ON BEHALF OF M/S ..... (CB/CA) .....**

**Signature:-** \_\_\_\_\_

**Name (Authorized Representative):** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**CNIC #:** \_\_\_\_\_

**Witnesses-1:**

Signature: - \_\_\_\_\_

Name: \_\_\_\_\_

CNIC #: \_\_\_\_\_

  
**GULZAR ALI BHATT**  
**DMR SQMS**  
**CATI HYDERABAD**