

**Proposals for Prequalification of Machinery Suppliers for
Supply, Installation & Commissioning of Industrial Stitching
Machines**



**Under 1000-Industrial Stitching Units (Phase-II) Project
Small & Medium Enterprises Development Authority (SMEDA)**

Proposal No.: SMEDA/OM-ISUs-A&CS/039

Issued on March 19, 2026

**General Manager – Outsourcing Management Division
(Procuring Division: 1000-ISUs-Administration & Central Support Division)
Small and Medium Enterprises Development Authority
4TH FLOOR, BUILDING NO. 3, AIWAN E IQBAL COMPLEX,
EGERTON ROAD, LAHORE
Tel: 042-111-111-456**

Invitation of Proposals

For Prequalification of Machinery Suppliers for Supply, Installation & Commissioning of Industrial Stitching Machines Under 1000-Industrial Stitching Units (Phase-II) Project

1. SMEDA invites electronic applications from experienced and financially sound Original Equipment Manufacturer (OEM) / Authorized Dealers / Agents in Pakistan of OEM of the Industrial Stitching Machines, registered with Income Tax and Sales Tax Departments for pre-qualification for Supply, Installation & Commissioning of Industrial Stitching Machines under 1000-Industrial Stitching Units (Phase-II), a project of SMEDA funded by Public Sector Development Programme (PSDP), in term of Rule 15 & 16(1) of PPR 2004.
2. Electronic Prequalification document containing detailed requirements, terms and conditions is available for the registered suppliers on EPADS at www.eprocure.gov.pk and SMEDA website www.smeda.org.
3. The electronic proposals, prepared in accordance with the instructions given in the Pre-qualification document, must be uploaded on EPADS on or before **April 6, 2026 by 12:30 PM** and will be opened on the same day at **01:00 PM**. SMEDA reserves the right to reject all proposals in terms of Rule 33 of PPRA rules.
4. Notification of the GRC constituted in terms of Rule 48 of PPR 2004 is provided on SMEDA website www.smeda.org and on EPADS at www.eprocure.gov.pk.

General Manager – Outsourcing Management Division
(Procuring Division: 1000-ISUs (Phase II) Project-Administration & Central Support Division)
4th Floor, Building No. 3, Aiwan-e-Iqbal Complex, Egerton Road, Lahore
Tel: 042-111-111-456 Website: www.smeda.org

SECTION – 1

SCOPE OF WORK / TERMS OF REFERENCE

1. Introduction

1000 Industrial Stitching Units (Phase-II) is a PSDP funded project of Ministry of Industries & Production, Government of Pakistan, being executed by Small and Medium Enterprises Development Authority (SMEDA) for provision of matching grants for export development. Phase-II of the project focuses exclusively targeting export-oriented Small and Medium Enterprises (SMEs) already engaged in textile-related exports or those intending to venture into the export market. The project is aligned with the roadmap of Uraan Pakistan, specifically focusing on increasing exports and developing SMEs.

2. Objectives of the Assignment

The aim of pre-qualifying machinery suppliers is to ensure the selection of competent, reliable and experienced firms capable of supplying, installing and commissioning of industrial stitching machines that meet international quality standards thereby enhancing the productivity, efficiency and export competitiveness of export-oriented units. Specifically, the prequalification process is targeted:

- To identify and pre-qualify technically qualified and financially sound machinery suppliers with proven experience in industrial stitching machines.
- To ensure the supply of high-quality, energy-efficient, and internationally compliant machinery suitable for export-oriented manufacturing units.
- To confirm suppliers' capability for proper installation, testing, commissioning, and after-sales support, including training and maintenance services.
- To minimize operational risks, delays, and quality issues through a transparent and standardized pre-qualification process.

3. Scope of Work

The scope of Phase-II of the project covers provision of matching grants to "Export oriented SMEs" in textile stitching and related business in establishing / upgrading/ expanding their businesses. Under Phase-II grants to 350 industrial stitching units shall be provided during a period of three years. Matching grants shall be provided on 60:40 ratio and grant size will be upto Rs. 5.00 million or 60% of the cost of machines whichever is lower shall be provided by the SMEDA/ISU project whereas 40% cost of the machines shall be paid by the SMEs.

The supplier(s) must be authorized dealer/agent in Pakistan of Original Manufacturer to supply, the following machines, as per requirement, used in textile-related businesses including garments, hosiery, apparel, denim, sportswear and leather garments etc.

- Lock Stitch Machine (Single, Double Needle)
- Pocket Welting Machine
- Placket Setting Machine
- Feed Off the Arm Machine
- Elastic Attaching Machine
- Over Lock Machine (4, 5 Threads)
- Flat Lock Machine
- Button Holing Machine
- Button Attaching Machine
- Cover Stitch Machine
- Chain Stitch Machine
- Fabric Cutter
- Garments Pressing System
- Fusing Machine
- Embroidery Machine
- Snap button machine

- Tape cutting machine
 - post bed machine
 - Edge cutting machine
 - Bottom Hem machine
 - Bar-tack
 - Loop Making
 - Waist Belt
 - Eyelet Button Hole
 - Any other
 - Machinery/equipment related to textile business approved by SMEDA
1. List of machines required by applicant shall be shared with the supplier(s), Pre-qualified under PPRA rules. RFQ shall be issued to all pre-qualified bidders as per requirement of the grant applicants for submission of their quotations. The work order shall be finalized in coordination with the applicant on quality and cost-based criteria.
 2. Work order shall be issued to machinery supplier for installation and commissioning of machines at designated location/site of the applicant.
 3. 60% of cost of machinery maximum of Rs. 5 Million shall be paid by project after installation and commissioning and remaining by applicant to machinery supplier. Applicant shall deposit PO of his/her share in favor of machinery supplier to Project, before issuance of work order. Supplier shall be liable to submit performance guarantee in the form of Bank Guarantee/Pay Order/CDR equal to 10% of the work order amount.

4. Terms and Conditions

The following basic terms and conditions shall be deemed accepted by the Original Equipment Manufacturer (OEM) / Authorized Dealers / Agents in Pakistan of OEM of the Industrial Stitching Machines upon submission of their pre-qualification application and shall apply to all pre-qualified firms during the validity period of the prequalification:

- a. **No Guarantee of Engagement:** Prequalification does not constitute a commitment by SMEDA to award any specific assignment or project to any or all prequalified firms.
- b. **Validity Period:** The prequalification shall remain valid for a period of **three (03) years**, unless cancelled or withdrawn by SMEDA due to non-performance, misrepresentation, or any other valid reason.
- c. **Fair Opportunity:** Prequalified firms shall be invited, as and when required, to submit technical and financial proposals for cluster-specific assignments based on a rotational or competitive selection process in accordance with SMEDA's outsourcing management protocols.
- d. **Good Standing:** Firms must continue to maintain their status as active taxpayers, remain compliant with legal registration requirements, and must not be blacklisted or under investigation by any government authority during the prequalification period.
- e. **Confidentiality:** Firms shall maintain confidentiality of any information shared during the assignment and must not use SMEDA's proprietary documents, tools, or data for any other purpose without prior written consent.
- f. **Code of Conduct:** Firms must adhere to high standards of integrity, objectivity, and professionalism in dealing with SMEDA, its stakeholders, and all external partners.
- g. **Disqualification:** SMEDA reserves the right to disqualify any firm at any stage of the process (including during assignment execution) if false information is provided, performance is unsatisfactory, or any conflict of interest arises.
- h. **Compliance with Assignment Terms:** All further project-specific assignments awarded to prequalified firms shall be governed by separate **work orders** or **assignment-specific contracts** which shall outline detailed scope, deliverables, timelines, and payment terms.
- i. **No Partnership etc. with SMEDA:** It is expressly understood and agreed that prequalification of a firm under this process does not, and shall not be deemed to, establish

any partnership, joint venture, agency, employment, or fiduciary relationship between SMEDA and the pre-qualified firm.

Each assignment will clearly define deliverables, timelines, and reporting formats.

SECTION – 2

INSTRUCTIONS TO APPLICANTS

2.1. Definitions:

- 2.1.1. "Government of Pakistan" means the Government of Pakistan and all its associated departments, agencies, autonomous / semi- autonomous bodies, boards, universities and similar other organizations.
- 2.1.2. "Client" means the 1000-Industrial Stitching Units (Phase-II), a project of Small and Medium Enterprises Development Authority (SMEDA),
- 2.1.3. "Applicant" means any original manufacturer/authorized dealer or agent of original manufacturer of industrial stitching machinery applying for contesting in prequalification process.
- 2.1.4. "Relevant Experience" means prior experience of the supply, installation and commissioning of industrial stitching machines.

2.2. Preparation & Submission of Applications:

- 2.2.1. PDF files of proposals, for contesting in prequalification process, must be uploaded on EPADS, not later than April 6, 2026 by 12:30 PM.
- 2.2.2. The PDF file must be clearly marked "Proposal for Prequalification of Machinery Suppliers for Supply, Installation & Commissioning of Industrial Stitching Machines Under 1000-Industrial Stitching Units (Phase-II) Project".
- 2.2.3. The name and mailing address of an Applicant must be clearly marked at first page of PDF file.
- 2.2.4. The proposals shall be prepared in the English language and as per format prescribed in the prequalification document.
- 2.2.5. The Applicant must respond to all questions and provide complete information as indicated in this document. Any lapses to provide essential information may result in rejection of an Application.
- 2.2.6. Applicants shall bear all costs associated with the preparation and submission of their prequalification documents. The Client is not bound to accept any Application and reserves the right to annul the selection process at any time prior to prequalification intimation, in accordance with the prescribed rules / regulations without thereby incurring any liability to the Applicants.

2.3. Eligibility and Submission Requirements to Apply for Prequalification:

- 2.3.1. Eligibility and submission requirements shall be as given in Section – 3 of this document.

2.4. One Person One Application:

Each Applicants shall upload only one proposal under this Prequalification notice. If an Applicant uploads more than one Proposal, such Proposals shall be disqualified.

2.5. Prequalification Proposals Preparation Cost

The Applicant shall be responsible for all of the costs associated with the preparation

of its Prequalification proposal and its participation in the contesting process. Procuring agency will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the contesting process.

2.6. Evaluation of Proposals:

2.6.1. The Client will evaluate and prequalify the applicants in accordance with the evaluation criteria specified in Section-3 of the Prequalification document.

2.6.2. The Client will upload on EPADS name of each Applicant whether or not he/she has been prequalified for further process.

2.7. Updating Prequalification Information:

2.7.1. The Client at any stage of the selection proceedings, having credible reasons for or prima facie evidence of any defect in applicant's capacities, may require the Applicant to provide information concerning their professional, technical, financial, legal or managerial competence whether already prequalified or not.

2.7.2. Applicants shall be required to update the information concerning their professional, technical, financial, legal or managerial competence used for the prequalification at any subsequent stage as may be required by the client, to ensure their continued compliance with the prequalification criteria and verification of the information provided at the time of contesting.

2.8. Client's Right:

2.8.1. The Client can cancel the prequalification process and reject all Applications, in the event that the Client does not wish to proceed with the assignment. In such an eventuality, no expense and / or cost whatsoever incurred by any Applicant in the preparation of proposal shall be payable by the Client.

2.8.2. The Client shall disqualify an Applicant if it finds, at any time, that the information uploaded by the Applicant was false and materially inaccurate or incomplete.

2.9. Ownership of Prequalification Document:

2.9.1. All documents uploaded by an Applicant in response to this prequalification shall become the property of the Client. However, intellectual property in the information contained in the application uploaded by the Applicant shall remain vested in the applicant.

2.10. Alteration, Erasures or illegibility:

2.10.1. Except for amendments to the entries made by an Applicant which are initialed by the Applicant, proposals bearing any other alterations, erasures or illegibility are liable to rejection.

2.11. Applicable Laws:

2.11.1. All proposals uploaded pursuant to this invitation and the formation of any resulting contract, shall be governed by the laws of Pakistan. Any amendment or a further legal requirement issued by Govt. of Pakistan even after issuance and receipt of Applications shall be applicable without any financial repercussion.

2.12. Misconduct:

2.12.1. If an Applicant or any person on its behalf makes any attempt to canvass, solicit or

approach any official of the Client or any of its officials in any matter relating to or arising out of this Application, its Proposal will be liable to rejection and the Applicant liable to debarment for a period to be fixed at the discretion of the Client.

2.13. Full Compliance:

- 2.13.1. The Applicants shall comply fully with the instructions to Applicants, Forms, and Appendices etc. Non-compliance of any item may render an Applicant not eligible for contesting.

2.14. Amendment in Pre-Qualification Documents:

- 2.14.1. At any time prior to deadline for submission of Applications, the Client may amend the Prequalification documents by uploading an addendum on EPADS.
- 2.14.2. Any addendum uploaded shall be part of the Prequalification Documents and shall be communicated to all those who have obtained the Prequalification documents.
- 2.14.3. To give prospective Applicants reasonable time to take an addendum into account in preparing their proposals, the Client may, at its discretion, extend the deadline for the submission of proposals.

2.15. Prequalification Proposals Validity: 120 Days from the Date of Opening of proposals.

- 2.15.1. **Cancellation of Pre-Qualification:** The Client reserves the right to cancel the Pre-Qualification process at any time, if required, without any obligation to the prequalified consulting firms.
- 2.15.2. **Re-call of Prequalification Proposals:** The Client, if considers necessary, may call fresh proposals at any time before award of contract.

2.16. Clarification of Prequalification Documents:

- 2.16.1. Applicants may request a clarification of any provision of the Prequalification documents, seven (07) days before the proposal submission date. Any request for clarification must be sent electronically through EPADS.

2.17. Geographical Coverage for Prequalification:

- 2.17.1. The applicants can apply in one or more provinces, for contesting.

2.18. Format and Signing of Prequalification Proposals

The Applicant shall provide all the information as per this Prequalification. SMEDA will evaluate only those proposals, for prequalification that are received in the required format and are complete in all respects.

2.19. Validity

The status of prequalified firms, as a result of this process will remain valid for a period of three (03) years from the date of announcement of results of prequalification of firms. However, if deemed necessary the Client may extend the period of validity of all prequalified firms by issuing an extension notice. The Client, if considers necessary, may call fresh applications for Prequalification at any time during the currency of validity by cancelling the process already done.

2.20. Amendment of Prequalification Documents

At any time prior to the deadline for submission of Prequalification Application, SMEDA may, for any reason, whether at its own initiative or in response to clarifications requested by any Applicant or in the result of pre-bid meeting, modify the Prequalification Document by the uploading of an Addendum in accordance with PPRA Rules, on EPADS.

SECTION – 3

ELIGIBILITY & SUBMISSION REQUIREMENTS AND EVALUATION CRITERIA

3.1. Eligibility Requirements

- 3.1.1. Firms looking to apply for the prequalification must meet the following mandatory requirements:
- i. Legally registered entity in Pakistan.
 - ii. Valid NTN Certificate, Sales Tax Registration.
 - iii. Listed on the Active Taxpayers List (ATL) of FBR.
 - iv. Not debarred by any government, semi-government, or donor agency or blacklisted by the Authority.
 - v. A minimum of five (05) years prior experience of the supply & installation of the industrial stitching machines and having undertaken at least one similar project/order with the Public Sector organization.
 - vi. Should be an Original Equipment Manufacturer (OEM) / authorized dealer / agent in Pakistan of OEM of the industrial stitching machines for supply for the past five (05) years.
 - vii. Must have capability to provide the machinery listed in Section 1 above (Undertaking & Brochure)
 - viii. Undertaking to ensure availability of spare parts for at least 3 years along with minimum warranty of 1 year.

3.2. Ineligibility

- 3.2.1 A Supplier shall be ineligible if:
- i. Declared as bankrupt or, in the case of company or firm, in solvent;
 - ii. Legal proceedings are in statute against such supplier
 - iii. The Supplier is convicted, by a final judgment, of any offence involving professional conduct;
 - iv. The Supplier is black listed and hence debarred due to involvement in corrupt and fraudulent practices or performance failure or due to breach of bid securing declaration.
 - v. The Supplier is black listed or debarred by a foreign country, international organization, or other foreign institutions.

3.3. Submission Requirements

- 3.3.1 Applicants must submit following documents to support their claims meeting Eligibility Requirements:
- i. Copy of Incorporation/Registration Certificate
 - ii. Copies of NTN and Sales Tax Registration Certificates
 - iii. Copy of proof of ATL
 - iv. Affidavit of not being blacklisted on the prescribed format (Annex-F)
 - v. Copy of Work Order/Contract Agreement/Completion Certificate of supply & installation of industrial stitching machines to Public Sector Organization
 - vi. Proof of OEM / copy of valid certificate of being an authorized dealer / agent in Pakistan of OEM
 - vii. Undertaking on a non-judicial Stamp Paper to:
 - a. Prove the capability to provide the machinery listed in Section 1
 - b. Ensure availability of spare parts for at least 3 years
 - c. Provide minimum warranty of 1 year.

3.4. Evaluation Criteria

Sr. No.	Criterion*	Scoring Scheme	Max Marks	Supporting Documents
1	Experience of the firm in supply & installation of Industrial Stitching Machines	Maximum 10 marks for 10 years or above experience. Relative marking for others	10	-NTN, or Firm incorporation certificate or Any other
2	Assignments/Projects of value not less than Rs 50 million each carried out for supply & installation of Industrial stitching machines to Public Sector / SOEs or its entities / Private Sector projects during last 5 years	35 marks for 5 assignments or above. Relative marking for others.	35	-List of assignments/projects along with client contact details as per given format in Annex-E. -Award of Contract / Contract Agreement / Completion Certificates
3	Financial Strength	35 marks for Rs. 500 million or above average annual turnover during last 3 years with minimum Rs. 200 million average annual turnover is mandatory. Relative marking for others.	35	- Audited Financial Statements / Bank statements / Income Tax Returns of last three years
4	Warranty	10 marks for bidder offering maximum years of warranty. Relative marking for others. Minimum warranty should be at least 1 year	10	-Undertaking on non-judicial stamp paper
5	Firm's offices in various cities	10 marks for having offices in all Provinces including ICT. Relative marking for others.	10	-Address details

3.5. Qualifying Marks

3.5.1 Applicants must obtain a minimum of 70 marks out of 100 to be pre-qualified.

3.6. Evaluation and Approval Process

- i. Technical evaluation will be conducted by SMEDA's evaluation committee in accordance with the evaluation criteria listed above read with the applicable PPRA Rules.
- ii. Prequalified firms will be notified through EPADs and listed on SMEDA's approved panel for the applicable period of prequalification unless terminated earlier.
- iii. SMEDA reserves the right to verify all submitted information and disqualify firms for misrepresentation during and after the prequalification process.

SECTION – 4: ANNEXURES

Annexure – A

FORMAT FOR PRE-QUALIFICATION APPLICATION

[On the Letter Head of the Applicant’s Firm]

Date:

To:

Subject: PRE-QUALIFICATION OF MACHINERY SUPPLIERS FOR SUPPLY, INSTALLATION & COMMISSIONING OF INDUSTRIAL STITCHING MACHINES UNDER 1000-INDUSTRIAL STITCHING UNITS (PHASE-II) PROJECT

Dear Sir,

We, (or) Being duly authorized to represent and act on behalf of __ (hereinafter referred to as "the Applicant"), and having reviewed and fully understood all of the qualification requirements and information provided, the undersigned for and on behalf of M/s ____ hereby expresses its interest and apply for prequalification for the Supply, Installation & Commissioning of Industrial Stitching Machines under 1000-Industrial Stitching Units (Phase-II) Project in accordance with the Prequalification documents.

We, hereby declare that all the information and statements made in this document are true and accept that any misleading information contained in it may lead to rejection of proposal.

We hereby appoint and authorize Mr./Ms. **[Name & CNIC]** presently employed with **[Organization Name]** holding the position of **[Designation]** as our authorized representative, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our EOI application submission and further process.

We confirm that the Prequalification application is valid for a period of 120 days from the due date of submission of Prequalification application and is unconditional.

We understand you are not bound to accept any application you receive.

Yours sincerely,

[Authorized Signature [In full and initials
Name of the Organization, Address]

Applicant seal & stamp

Annexure – B
“Organizational Profile”

Sr. #	Required Information	Response
1	Legal Name of the Firm/Supplier	
2	Year of Registration / Incorporation	
3	NTN / FTN	
4	Sales Tax Number	
5	What is the legal status of your organization? Tick the relevant box (one box only). (Attach Copy / Copies of Registration Certificate(s) where required	<input type="checkbox"/> Public Sector Organization
		<input type="checkbox"/> Section 42 Company
		<input type="checkbox"/> Public Ltd. Company
		<input type="checkbox"/> Private Ltd. Company
		<input type="checkbox"/> Partnership Firm
	<input type="checkbox"/> Others (Please specify)	
6	Name and designation of ‘Head of Organization’	
7	Mobile #:	
	Phone/s:	
	Email:	
	Address of organization:	
	Geographical Coverage [Please tick all or the relevant box where you will be interested to supply machinery in case of prequalification]	<input type="checkbox"/> Punjab
		<input type="checkbox"/> ICT
		<input type="checkbox"/> Sindh
<input type="checkbox"/> Khyber Pakhtunkhwa		
<input type="checkbox"/> Balochistan		
<input type="checkbox"/> AJK & GB		
9	Name and designation of ‘Authorized Contact Person’:	
	Phone/s:	
	Mobile:	
	Email:	

Annexure – C
“Organizational Geographical Presence”

Office Location (Province)	Office Address	Focal Person	Contact Details (Tel, E- mail)

Annexure - D

“Organization’s Relevant Experience”

[Please attach list of projects / assignments completed during last 05 years] Provide
Documentary Evidence: Award of Contract / Contract Agreement / Completion Certificates

#	Description	Details
1.	Title of the Assignment	
2.	Assignment Start Date	
3.	Assignment End Date	
4.	Assignment Location (City)	
5.	Assignment Monetary Value	
6.	Client Details	Name: City: Tel: Email:
7.	Details of Machinery Supplied	

Copy the above table for another response.

Please mark the other sheets, if submitted, as Sheet 2 and Sheet 3 up-to 10 respectively.

Annexure – E

“Financial Strength”

Annual Turnover for previous three (03) years as per audited statements / bank statements / tax returns (PKR in millions)			
2022-23 (A)	2023-24 (B)	2024-25 (C)	Average (A+B+C) / 3

Annexure – F

UNDERTAKING REGARDING NOT BEING BLACKLISTED

(Printed and signed on Rs 100 stamp paper)

Date DD-MM-YYYY

To,

General Manager Outsourcing Management - SMEDA

4th Floor, Building No. 3,
Aiwan e Iqbal Complex,
Egerton Road, Lahore
Tel: 042-111-111-456

Dear Sir,

Subject: **UNDERTAKING REGARDING NOT BEING BLACKLISTED**

It is hereby declared that **[Organization Name]** is/are neither debarred by any government institution nor blacklisted by the Authority.

That SMEDA Blacklisting Policy 2023 as available at www.smeda.org and its provisions have been read and accepted as a part and parcel of the bidding documents/contract.

Authorized Person

Name:

Designation:

Signature: _____

Organization / Company Seal:

Annexure – G

Eligibility Response Checklist

Sr. No.	Necessary Eligibility Information	Response / Elaboration
1	Registration to prove legal identity of your firm/organization [Name of Registration Authority]	<input type="checkbox"/> Copy Attached
2	Proof of registration for NTN / FTN	<input type="checkbox"/> Copy of Certificate Attached
3	Proof of registration for sales tax	<input type="checkbox"/>
4	Proof of being on Active Tax Payers List (ATL) for Income Tax on FBR	<input type="checkbox"/> Copy Attached
5	03 Years Bank Statement / Audited Financial Statements / Income Tax Returns	<input type="checkbox"/> Copies Attached
6	Undertaking that firm was never blacklisted by any government authority or department? (Annexure-F)	<input type="checkbox"/> Undertaking attached (Stamp Paper)
7	Details of assignments conducted in last five years on the prescribed format	<input type="checkbox"/> Annex-D