

INVITATION TO TENDER

September 10, 2017

FOR CONSTRUCTION WORK IN UC KAR MALIK TALUKA JATI DISTRICT SUJAWAL

Ref: No: PFF/HI/IDRR/001/08/17

Dear Sir/Madam,

Pakistan Fisherfolk Forum - PFF Sindh is a humanitarian, environmental & eco-friendly, action research, advocacy, lobbying, non-government, nonpolitical, non-religious, nonprofit and non-discriminative and social development organization. Established in 1998&got registered under Societies Act 1860 in 2011.

PFF facilitates participatory community development at the grass-roots level for the Coastal communities of Sindh, focusing on social mobilization, advocacy, environmental abundance, capacity building, Human rights and women empowerment, and livelihood. Currently PFF is an Implementing partner of Handicap International (HI).

This Tender Pack is for the Construction work for bellow mentioned type of work:-

S,#	Detail of Work	Number of Structures	Remarks
1.	Inclusive Village Disaster Management Committee (IVDMC) 1,301 sft area , 03 ft raised from the ground level (last flood level with accessibility Landing after 30ft. minimum landing 6'x6', on both side of ramp rand railing 40mm dia GI pipe.	09	Drawings & BOQs of all construction work are available at Pakistan Fisher Folk Forum web : pff.org.pk

PFF is inviting tenders for construction work mentioned above in Union Council KAR Malik Taluka Jati District Sujawal with following Terms & conditions:-

1. General remarks and special condition

- The offered services must be according to our specification.
- All services must be delivered as quickly as possible.
- All offered services according to national/international standards such as PEC.
- (Pakistan Engineering Council) / ISO We prefers one single supplier, but we reserve the right to reject any offer by the vendor or to divide the order into lots and order from various bidders.
- Timely delivery of services in accordance with the negotiated delivery periods is of utmost important.
- The tender must comply with the following conditions and instructions as stated in the Tender pack. Failure to do so is liable to result in the rejection of the Tender. PFF tender committee has the right to accept/reject any offer. Decision of the tender committee is final regarding the evaluation of the offers not challengeable at all (in any court).
- "Tenderer" means any person, partnership, firm or company being prequalified and submitting fully priced Bill of Quantities in accordance with the Tender.
- All recipients of the Tender Document shall, whether they submit the tender or not, treat the details of these documents as confidential and should submit the complete tender pack fully signed and stamped along with the offer.

2. Participation:

To be eligible for participation in the tender the tenderers must provide all documents on timely basis. Tenderers must also prove to the contracting authority that they comply with the necessary legal, technical and financial requirements. Pakistan Fisher Folk Forum reserves the right to ask for documentation and can visit suppliers' premises for inspection.

Tenderers have to declare under their responsibility, that all of the services offered have been in accordance with international rules against exploitation of child labour and gender discrimination.

3. Documentation required for participation:

- Technical documentation - working with similar nature of projects with other Government, I/NGO's or other firms.
- Professional capacity - introduction of the company or individual contractor (complete profile including worth statement)
- Financial offer - Prices quoted must be expressed in PKR, in unit price and shall

Remain valid till minimum six months from the closing date of the tender.

4. Selection criteria

After receiving all tender bids / offers, Pakistan Fisher Folk Forum will decide the best offer according to the following criteria

- Technical and professional capacity (i.e., experience, background, Technical Staff)
- Price/quality ratio
- Time of delivery with full Construction of work.

5. Prices

All prices in bid / quotation must be indicated in PKR currency and unit rate only. Quotations stated in other currencies will not be considered in the awarding process. All Prices must be inclusive of all government taxes, GST and other applicable taxes / charges (Where and when applicable).

6. Inspection

Works and material will be inspected for quality/ratio to ensure it meets BoQ specifications by Pakistan Fisher Folk Forum and Handicap International technical staff at any time

7. Ordering Party

Pakistan Fisher Folk Forum Head Office Near Moraro hall,
Opposite TCF School, Punjabi Mohallah, Ibrahim Hyderi Karachi,
Sindh, Pakistan Tell +9221-35091212-13

8. Documents

Following documents must be submitted before tender closing date October 01, 2017:

- Written quotation on letter head (of the vender) / PFF Tender Pack BoQ can be used For the bid but the BoQ's section where rates are quoted must be signed and stamped by the suppliers.
- Completely filled, signed and stamped bid form and ANNEX I in a sealed Envelope.
- All relevant technical leaflets and/or detailed specifications of the offered materials
- Copy of NTN and GST registration form.
- Company profile/declaration including details of technical staff.
- Professional references of the tendered in view of Construction Material Suspension for

Following documents will be requested from the vendor after firm order:

- Original Commercial Invoice (addressed to Pakistan Fisher Folk Forum)
- Performance / Guarantee bond (5% of total tendering value) in Original to Pakistan Fisher Folk Forum.
- Expenses for commercial courier to be covered by the Seller.

9. Tender Conditions

Quotations must specify all details according to the tender pack. Incomplete offers and offers that arrive later than the deadline for reply will be automatically excluded. All responses will be opened by the Pakistan Fisher Folk Forum and HI tender committee on October 4, 2017. Suppliers, who do not receive a written notice within 10 days after expiry of the deadline, have not been successful.

Quotations must be sent to Ordering Party only. Quotations must reach Ordering Party not later than 1st of October 2017 at 17:00 to Pakistan Fisher Folk Forum.

If suppliers have any query; please do contact with us on +9221-35091212-13 or via email controller.pff@gmail.com.

Please note:

- The opening of the tenders is non-public and will be carried out by a procurement committee of PFF.
- After closing of Tender, Calls regarding Tenders results will not be entertained
- We prefer single supplier but has the right to split the Tender among different bidders, and amounts may be subject to changes
- All the applicable tax as per Government of Pakistan tax rules and regulations will be deducted by PFF.
- Prices must be indicated in PKR, prices should be valid minimum six months.

ANNEX I

Supplier qualification

Company name	
Legal form	
Number of employees	
Nationality of company	
Postal address	
Visitors address	
Telephone number	
Email address	
Website	
Name of Managing Director	
Sales & marketing contact person	
Shipping department contact person	
Range of services provided by the company (company portfolio)	
Remarks	

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Annex II. Declaration of Impartiality and Confidentiality, Page 1/3

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I, the undersigned, hereby declare that I agree to participate in the evaluation of the above-mentioned [tender procedure][call for proposals]. By making this declaration, I declare that I am aware of the following:

1. Financial persons and other persons involved in budget implementation and management, including acts preparatory thereto, audit or control shall not take any action which may bring their own interests into conflict with those of Welthungerhilfe and the Donor..

If such a risk exists, the person in question shall refrain from such action. He or she shall refer the matter to the authorising officer by delegation and inform his or her hierarchical superior. The authorising officer shall confirm in writing whether a conflict of interests exists. Where a conflict of interests is found to exist, the person in question shall cease all activities in the matter. The authorising officer by delegation shall personally take any further appropriate action.

2. For the purposes of paragraph 1, a conflict of interests exists where the impartial and objective exercise of the functions of a financial person or other person, as referred to in paragraph 1, is compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other shared interest with a recipient.

I hereby declare that, to my knowledge, I have no conflict of interest with the operators who have [applied to participate] [submitted a tender] for this contract, including persons or members of a consortium, or the subcontractors proposed.

I confirm that if I discover during the evaluation that such a conflict exists or might exist, I shall declare it immediately to the chairperson of the evaluation committee. In the case that such conflict is confirmed by the chairperson, I agree to cease from participating in the evaluation committee.

I confirm that I have familiarised myself with the information available to date concerning this [tender procedure][call for proposals], including the provisions of the Practical Guide relating to the evaluation process.

I shall execute my responsibilities impartially and objectively. I further declare that, to the best of my knowledge, I am not in a situation that could cast doubt on my ability to evaluate the [tender(s)][application(s)].

I shall maintain the strictest confidentiality in respect of all information acquired as a result of my involvement in the evaluation process of the above-mentioned call, as well as any information relating specifically to the object of this call.

Annex II. Declaration of Impartiality and Confidentiality, Page 2/3

I undertake neither to disclose such information to any person who is not already authorized to have access to such information, or to discuss it with any person in any public place or where others could overhear it.

(Name in Block letters, Date, Signature)

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I furthermore undertake to use this information only in the context, and for the purposes of, the evaluation of this specific call.

After the conclusion of the evaluation, I undertake not to retain copies of any written information, as well as any templates or models used in the course of my duties.

I understand that any un-authorized disclosure by me will result in the termination of my role as a member of this evaluation committee and may also render me liable to legal action.

I undertake to maintain this duty of confidentiality after the conclusion of my term as a member of this evaluation committee.

Name	Function	Representing	Signature

Signed at..... on

To be completed by all persons involved in an evaluation process.