

**Board of Management, Quaid-E-Azam Industrial Estate,
Kot Lakhpat, Lahore**

Bidding Document



**“Procurement of Running Free Shuttle Bus Service from Denim Gate
No. 01 (SP) to Tahayat Gate No. 05 (FP) for Female Factory Workers for
One Year”
at**

**BOARD OF MANAGEMENT QUAID-E-AZAM
INDUSTRIAL ESTATE**



BIDDING DOCUMENT

**“Procurement of Running Free Shuttle Bus Service from Denim Gate
No. 01 (SP) to Tahayat Gate No. 05 (FP) for Female Factory Workers
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**Board of Management, Quaid-E-Azam Industrial Estate,
Kot Lakhpat, Lahore**

Last date of submission: 08-05-2025



Int.



1. Overview

Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore intends Procurement of Running Free Shuttle Bus Service from Denim Gate No. 01 (SP) to Tahayat Gate No. 05 (FP) for Female Factory Workers for One Year as provided at **Annex 'A'**. The supplier will be responsible for provision of Running Free Shuttle Bus Service from Denim Gate No. 01 (SP) to Tahayat Gate No. 05 (FP) for Female Factory Workers for One Year, wherever required, at the Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore. This document provides complete instructions for bidders intending to participate in this Bidding.

2. Instructions for Bidders

- 2.1 Purchase will be made as per PPRA Rules 2014, as amended to date, single stage one envelopes procedure. The Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore invites bids for procurement of free shuttle bus service as per specifications, scope of work and requirements given in the Bidding Documents.
- 2.2 The bids shall be submitted on E-PAD (mandatory). The complete E-bids must be submitted online on e-procurement system (E-pads) website i.e. www.punjab.eprocure.gov.pk Bidders are advised to ensure uploading the Bids on EPADS portal, well before the submission of deadline.
- 2.3 Response to the Tender (Bid) should be submitted/uploaded on EPADS before **03:20 PM** on **08-05-2025**. Proposals will be opened on same day at **03:50 PM** on EPADS and successful / unsuccessful bidder information will be furnished / uploaded after evaluation.

**Sr. Estate Manager,
169-A/S, Quaid-e-Azam Industrial Estate, (Kot Lakhpat), Lahore
Ph: +92 42 99330357-9
Email: info@qie.com.pk , Website: www.qie.com.pk**

- 2.4 All bids must be submitted/ uploaded by filling the Annex 'B'. Same should be enclosed in the proposal. Bidder must use the same numbers and labels as used in this

Request for Proposal.

2.5 The original Bidding Document duly signed and officially sealed by the bidder must be submitted / uploaded complete in all respect with the proposals. Any conditional, ambiguous, incomplete, supplementary or revised offer after the opening of Tender shall not be entertained.

3. Technical Proposal Format

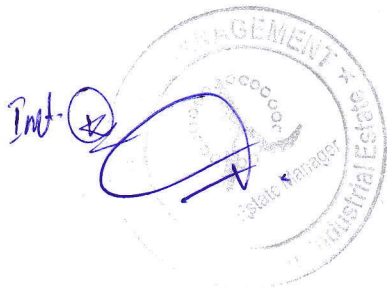
Bidders are required to include the following documents/information in their technical proposals in the order given below:

- i. List of Previous and Current customers, Purchase Orders should be attached with bid having minimum one (01) years' experience from the date of incorporation.
- ii. Having active status in NTN, PST and GST (if applicable)
- iii. Bidder shall submit their financial capabilities in form of Balance Sheet / Bank Statement for last year. (Pls. attach)
- iv. An affidavit on Rs 100/- Stamp Paper which illustrate that currently they are not black listed by PPRA Punjab, and PIEDMC, Quaid-e-Azam Industrial Estate Board, Lahore
- v. Details of all the items & specifications provided by supplier against items detailed as given at **Annex 'A'**
- vi. Signed and Stamped Complete bidding document.
- vii. Bank Draft of the Bid Security must be attached with proposal as per estimated cost mentioned in the Tender notice/Invitation to Bid.

4. Financial Proposal Format

Financial Proposal must include the following in the order given below:

- i. Prices duly entered on the form in the attached BOQ as Annex B.
- ii. Validity period of the quoted price
- iii. Price quoted shall be fixed for one year contract no change in price due to any fluctuation in fuel price or any other reason shall not be allowed and paid.



5. Terms & Conditions

- 5.1 This invitation for bids is open to all national bidders, service providers in Pakistan.
- 5.2 All prices should be quoted in Pak Rupees and inclusive of all Government Taxes & Levies.
- 5.3 A bank draft equal to 2% of the total estimated cost mentioned in Tender notice/Invitation to e-Bid should accompany the Bidding Document as **Bid Security** drawn in favor of **PIEDMC-Quaid-e-Azam Industrial Estate Board, Lahore**. The Bidding Document shall not be considered without Bid Security. Bank draft for Bid Security must be attached on EPADS under Bid security details and also attached with technical Bid in PDF Form and original Bid Security must be submitted in with Company's request letter in QIE Office situated at 169-A/S, Board of Management Quaid-e-Azam Industrial Estate (Kot Lakhpat) Lahore before deadline.
- 5.4 Bid Security for bidders not selected will be returned a minimum of two weeks after announcement of award and returned to successful bidder after issuance of Purchase order/work order. If the selected bidder fails to accept the work order/purchase order with in stipulated time, Bid Security will be forfeited.
- 5.5 A Bank draft of 10% of the total bid amount as **Performance Guarantee** will be provided by the supplier in favor of **PIEDMC-Quaid-e-Azam Industrial Estate Board, Lahore** after issuance of Letter of Intent, Purchase Order/Work Order which shall remain valid for 12 months beyond delivery period. This performance guarantee will be released after the completion of warranty/guarantee period.
- 5.6 The decision of the QIE competent authority will be binding on all concerned and will in no case be challenged in any forum.
- 5.7 Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore reserves the right to modify the conditions / specifications of the Bidding Document with intimation to all the participants.
- 5.8 Delivery period will be as per terms & conditions of purchase order/work order.
- 5.9 Delivery shall be completed according to the agreed upon schedule as per terms & conditions of purchase order/supply order.
- 5.10 In case the selected bidder fails to execute the work order/purchase order strictly in accordance with the terms and conditions laid down in the purchase order/work order, the Performance Guarantee shall be forfeited.
- 5.11 The Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore will get

all the items inspected at BOM, QIE Office situated at 169-A/S, Board of Management Quaid-e-Azam Industrial Estate (Kot Lakhpat) Lahore and reject the Item, if not found according to the stated specifications.

5.12 The Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore reserves the right to claim compensation for the losses caused by delay in the delivery of items.

5.13 It is the sole responsibility of the bidder to comply with local, national and international laws.

5.14 In case any supplies is found not in conformity with the specifications provided in the Bidding document, either on account of inferior quality, defective workmanship, faulty design, or is short supplied, or wrongly supplied, the supplier will replace the same free of charges or pay the full cost of replacement.

5.15 All the proposals submitted online through EPADS.

5.16 All prices should be valid for 180 days. Withdrawal or any modification of the original offer within the validity period shall entitle the Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore to forfeit the Bid Security in favor of the Board of Management, Quaid-E-Azam Industrial Estate, Kot Lakhpat, Lahore and/or putting a ban on the future inquires or taking any other suitable action against the bidder.

5.17 In case of discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. In case of discrepancy between total price in figure and in words the price written in words shall prevail.

6 Evaluation Criteria

All bids shall be evaluated on technical and financial merit. The Company Evaluation Criteria is attached at **Annex 'C'** for reference.

Int.

7 Undertaking

On behalf of the company, it is certified that we agree to the all the Instructions and Terms & Conditions given in this Bidding Document

Name of bidder.....

Authorized person.....

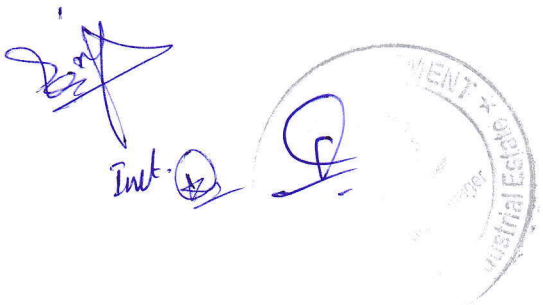
Authorized signature.....

Stamp.....

Office Address.....

Tel No




Fax No

The block contains handwritten signatures and a circular stamp. On the left, there is a large, stylized signature. Below it, the word 'Int.' is written next to a small circular mark. To the right of this is another signature. Further right is a circular stamp with the text 'MENT * Official' and 'Industrial Estate' visible around its perimeter.

Annex 'A'

Procurement of Running Free Shuttle Bus Service from Denim Gate No. 01 (SP) to Tahayat Gate No. 05 (FP) for Female Factory Workers for One Year

Sr.	Description along with Specifications and Scope of Work	Qty	Duration
1	<p>Mazda Bus Non-A.C with Driver Number of Seats: Minimum 35 seats <u>Number Of Stops:</u> 05 (i) Start Point (Treet Blade-Denim Gate – 1 to Hamdard Chowk (ii) (Stop-2) Hamdard Chowk to Shan Road – Shan Chowk (iii) (Stop-3) Shan Chowk to Fine Chowk (iv) (Stop-4) Fine Chowk to Tahayat Road –Tahayat Gate No. 5 (v) (Finish Point.Stop-5) <u>Hours of Operation:</u> 06 Hours Morning: 07:00 A.M. to 10:00 A.M. Evening: 04:00 P.M. to 07:00 P.M. <u>Approximate Distance Each Round Trip:</u> 08 Km Provision of Fuel and Maintenance is responsibility of service provider.</p>	01	One (01) Year

Annex 'B'

Procurement of Running Free Shuttle Bus Service from Denim Gate No. 01 (SP) to Tahayat Gate No. 05 (FP) for Female Factory Workers for One Year

(Bid Form)

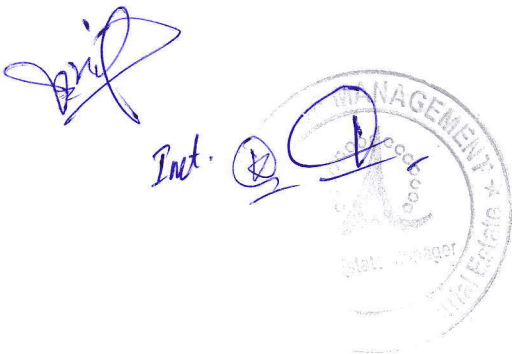
Sr. No.	Name of Items/Specs	Required Qty.	Fixed Unit Price for One Month (Inclusive of all taxes) PKR	Fixed Total Price for One Year (Inclusive of all taxes) PKR
1	<p>Mazda Bus Non-A.C with Driver Number of Seats: Minimum 35 seats Number Of Stops: 05 (ix) Start Point (Treet Blade-Denim Gate – 1 to Hamdard Chowk (x) (Stop-2) Hamdard Chowk to Shan Road – Shan Chowk (xi) (Stop-3) Shan Chowk to Fine Chowk (xii) (Stop-4) Fine Chowk to Tahayat Road – Tahayat Gate No. 5 (xiii) (Finish Point.Stop-5) Hours of Operation: 06 Hours Morning: 07:00 A.M. to 10:00 A.M. Evening: 04:00 P.M. to 07:00 P.M. Approximate Distance Each Round Trip: 08 Km Provision of Fuel and Maintenance is responsibility of service provider.</p>	01		
Fixed Total Price for One Year (inclusive of all taxes) in Figures				
Fixed Total Price for One Year (Inclusive of all Taxes) in Words:				

[Handwritten Signature]



Evaluation Criteria

- i. List of Previous and Current customers, Purchase Orders should be attached with bid having minimum one (01) years' experience from the date of incorporation.
- ii. Having active status in NTN, PST and GST (if applicable)
- iii. Bidder shall submit their financial capabilities in form of Balance Sheet / Bank Statement for last year. (Pls. attach)
- iv. An affidavit on Rs 100/- Stamp Paper which illustrate that currently they are not black listed by PPRA Punjab, and PIEDMC, Quaid-e-Azam Industrial Estate Board, Lahore
- v. Details of all the items & specifications provided by supplier against items detailed as given at Annex 'A'
- vi. Signed and Stamped Complete bidding document.
- vii. Bank Draft of the Bid Security must be attached with proposal as per estimated cost mentioned in the Tender notice/Invitation to Bid.

The image shows a handwritten signature in blue ink, followed by the word "Int." and a circular stamp. The stamp contains the text "MANAGEMENT" at the top, "Quaid-e-Azam Industrial Estate Board" around the bottom, and "Lahore" at the bottom. There is also a small "P" inside the stamp.