



NOTICE INVITING TENDER

Port Qasim Authority, invites sealed tenders from the reputable firms registered with E-Pak Acquisition & Disposal System (EPADS) of PPRA, Income Tax department and SRB & on Active Tax Payer List (ATL) for procurement of Coffin Carrier Bus ("CC Bus").

2. Eligible tenderers may obtain Tender documents and complete description along with Terms and Conditions from the Office of the Manager (Procurement), Port Qasim Authority, Karachi, during the office hours 08:30 AM to 04:00 PM (Monday to Thursday) on payment of **Rs.500/-** fee (non-refundable) in shape of Pay Order in favour of Port Qasim Authority. Tender documents may also be downloaded from PQA/PPRA Websites. The tenderers shall have to submit their bids through E-PADS also.

3. The method of procurement shall be Single Stage two (02) envelope procedure under Rule 36(b) of the Public Procurement Rules-2004.

4. The bids prepared in accordance with instruction in the bidding documents in two envelopes basis, one enclosing "**Technical Proposal**" along with Fixed Bid Security i.e. **Rs. 1,000,000/-** (Rupees one million) "Refundable" in shape of pay order in favor of Port Qasim Authority issued by a scheduled Bank having a minimum of AA-rating located in Karachi and other enclosing "**Financial Proposal**" must reach at the office of Manager (Procurement), Stores Department, Port Qasim Authority, Karachi by 10th June, 26 at **11:00** hours. Only Technical proposals shall be opened on the same day at **11:30** hours in the Conference Room Admin Building No-II, Port Qasim Authority in presence of tenderers or their authorized representatives who may wish to be present. The documents received after due date and time will not be entertained. Tender submitted without Bid Security shall be rejected.

5. The financial proposals of technically qualified tenderer shall be opened in presence of tenderers or their authorized representatives. The date, time & venue will be intimated later. The financial proposals of technically non-qualified tenderers shall be returned unopened.

6. Port Qasim Authority reserves the right to accept or reject any or all bids as per Public Procurement Rules-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all parties.


(SYED AIJAZ ALI RIZVI)
Secretary

PQA Website: www.pqa.gov.pk
Email: secretary@pqa.gov.pk



GATEWAY TO NATIONAL PROSPERITY

PORT QASIM AUTHORITY

BIN QASIM, KARACHI-75020



+47

PQA/IR&W/Vehicle/03/25
Dated: Dec, 2025

INSTRUCTIONS TO BIDDERS

Port Qasim Authority, invites sealed tenders from the reputable firms registered with E-Pak Acquisition & Disposal System (EPADS) of PPRA, Income Tax department, SRB & on Active Tax Payer List (ATL) for procurement of Coffin Carrier Bus ("CC Bus").

S.#	DESCRIPTION OF ITEMS	A/C Unit	Qty. Req.	Unit Price	GST	Total Amount	Grand Total
1	<p>Coffin Carrier Bus with 48 seating capacity, two standard folding doors and coffin door flap type on both sides.</p> <p>i) After Sales Service: After sales services are to be provided as per SOPs by service provider as per their specified policy and should be mentioned in their quotation.</p> <p>ii) Warranty Period: Warranty period is to be mentioned as per SOPs by service provider as per their specified policy and should be mentioned in their quotation.</p> <p>iii) Driver Cabin Partition: The driver cabin partition shall be as per the standard layout of coffin carrier bus. The separation between the driver cabin and coffin compartment is part of the design.</p> <p>iv) Exterior Appearance: The exterior appearance of the bus shall be similar to other Port Qasim Authority (PQA) buses. The color scheme, signage, and finishing will follow the same pattern and Port Qasim Authority logos will be displayed on both sides of the bus.</p> <p>v) Identification Markings: Identification markings, labels, and logos will be as per Port Qasim Authority standards. The buses will have PQA logos and identification markings at appropriate portions as per existing PQA vehicle fleet standards.</p> <p>vi) Pre-Delivery Inspection: Pre-delivery inspection will be carried out by PQA. The inspection team will verify the bus at the service provider's premises before delivery to ensure all specifications and requirements are met.</p> <p>vii) Delivery Location: The delivery of the bus will take place at the service provider's location. PQA representatives will inspect the bus at service provider's location to identify and</p>	No	01				

Manager (IR)
Port Qasim Authority

Manager (IR)
Port Qasim Authority

rectify any issues or required adjustments prior to final acceptance. viii) Registration Responsibility: Registration of the bus will be the responsibility of Port Qasim Authority (PQA). The supplier will provide necessary documentation to facilitate the registration process.							
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Bid Price: Rs. _____ (Rupees _____ only)

state the GST Rate in figures & words:- _____

2. Total Bid Price inclusive of GST and applicable taxes must be written in figures and words.
3. Tender without Bid Security will not be accepted.
4. In case if tender is not opened on the given date due to unavoidable circumstances or public holiday the same will be opened on the next date on same time. The tender will be received from the tenderers signed by the receiving members in sealed condition.
5. The method of procurement shall be by single stage two (02) envelope procedure under Rule 36(b) of the Public Procurement Rules-2004.
6. Firm awarded the contract will be responsible to complete the supply as per Purchase Order.
7. Sealed tenders from the Original Equipment Manufacturers (OEMs) and/or Authorized Distributors / Authorized Suppliers registered with Income Tax and Sales Tax Department and must be on Active Tax Payer List (ATL) of the Federal Board of Revenue (FBR) with quoted rates as per specification mentioned are to be submitted.
8. Rates quoted must be valid for 120 days from the date of opening of the tender.
9. Rates quoted should be on the basis of delivery at Port Qasim Authority Stores Department Bin Qasim Karachi-75020 including all taxes and transportation charges. All delivery risks and consequence shall be of the supplier.
10. Hundred percent (100%) payment will be made on completion of full supply and submission of bill in a triplicate, Account No., Name of the Bank to be indicated on the body of the bill to facilitate payment. Further the terms and conditions may be offered by party, however PQA's decision will be final in this regard.
11. Liquidated Damages at the rate of 2% of the Contract Price per month maximum 10% of the Contract Price will be recovered if supply is not made within the contract period. This would be irrespective of any loss or damage to PQA.
12. All type of taxes including GST and professional Tax etc. will be borne by the tenderers.

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 Manager
 Port Qasim Authority
 Karachi

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 09/02/26

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13. Local bidders registered with NTN & General Sales Tax collectorate and e-Pak Acquisition & Disposal System (EPADS) are eligible. Copy of the General Sales Tax Registration Certificate and Income Tax Certificate must be enclosed with the tender. Latest Taxpayer Online verification by FBR has to be submitted. Foreign tenders will have to comply with the relevant tax and other rules after award of the contract.
14. Bid Security of the successful tenderer will be released after satisfactory supply. In case the tenderer is technically qualified, Bid Security of unsuccessful tenderer will be released after finalization of successful tenderer. In case the tenderer is technically not qualified, the bid security will be returned along-with their unopened financial bid.
15. Conditional tenders will not be entertained.
16. The delivery period for supply of Coffin Carrier Bus (CC Bus) is 120 days, from the date of issuance of Purchase Order.
17. Rates must be quoted for all the required items. If more than one quality of any items is quoted, rates shall be mentioned separately. The successful bidder will be considered on the basis of Most Advantageous bids.
18. Tender /quotation must be under covering letter on the letter head of the reputable firms showing complete address, telephone, fax etc. GST Registration number, Income Tax number and details of the Bid Security Pay Order shall also be mentioned.
19. Bid / quotation and the attached necessary documents / brochures of offered items alongwith complete NIT must be signed and stamped on each page.
20. Bidders should unconditionally sign, stamp and submit the copy of the complete NIT/Instructions to Bidders.
21. If any bidder fails to submit or comply with above, their bid / quotation will be treated as NON-RESPONSIVE.
22. The proposal for award will be rejected if it is determined that the contactor/supplier recommended for award has been engaged directly or through an agent, in corrupt fraudulent, collusive or coercive, practices, as defined in the PPRA – Rules 2004 while competing for the contract in question.
23. Port Qasim Authority reserves the right to accept or reject any or all bids/quotation as per PPRA Rule-2004 and no claim whatsoever will be entertained in this regard. Authority's decision in this respect shall be final and binding on all parties.

Manager (P)
Port Qasim Authority
Karachi

Manager (P)
Port Qasim Authority
Karachi

(Director Stores & Procurement)

PQA Website : www.pqa.gov.pk
Email: secretary@pqa.gov.pk

