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**INVITATION TO BID / INSTRUCTIONS TO BIDDERS**  
**TENDER ENQUIRY # TPT/MGA,KHI&MUL/PIPE/M&E/002/26 FOR AWARD OF ANNUAL**  
**CONTRACT TRANSPORTATION/HAULAGE OF STEEL LINE PIPE AND MATERIAL**

**OPENING DATE: 21.07.2026**

I-A) We enclose one set of our Tender Enquiry for award of supply of subject noted annual contract comprising of the following: -

i).	General Terms	Appendix 'A'
ii).	Bid Evaluation Marks Sheet	Appendix 'B'
iii).	Price Term Sheets (C-1 to C-4)	Appendix 'C'
iv).	Format of Authority Letter for attending public opening of bids (to be provided by the bidder's representatives to the bid opening Committee at the time of public opening of technical as well as commercial bids).	Appendix 'D'
v).	Format of Integrity Pact under PPRA Rules,2004	Appendix 'E'
vi).	Certificate of Full Disclosure and Non-Collusion	Appendix 'F'
vii).	Manner and Mechanism to Blacklisting / Cross Debarring Of Supplier or Contractor	Appendix 'G'
viii).	HSE Clauses	Appendix 'H'

I-B) i). The bids against this tender enquiry are invited on single stage **two envelopes system**. The bids shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the "**TECHNICAL PROPOSAL**" and the "**FINANCIAL PROPOSAL**".

**The Technical and Financial Proposals must include amongst others, the following documents:**

**TECHNICAL PROPOSAL:**

**following information/ documents should be submitted in technical proposal**

- Documents required vide clause 1.1 to 1.19 Appendix 'A'

**Original Bid Bond must be submitted in shape of Bank Draft/ Pay order as per tender clause # 3 of General Terms, Appendix-A. The original bid bond must reach us along with Technical Proposal before closing time/ date of the tender enquiry; failing with bid will not be considered for evaluation.**

**- Tender Documents Fee Rs. 2,500/- must be submitted in shape of Bank Draft/Pay order separately favoring SNGPL.**

ii). **FINANCIAL PROPOSAL:**

- Price term sheets (Appendix-C)

**Your quotation along with requisite documents complete in all respect duly signed/ stamped shall be submitted online through E-PADS (Federal PPRA) on or before 21.07.2026 at 1500 hours and will be opened publicly on the same date at 1530 hours.**

It will be the responsibility of the bidder to submit their quotation before the closing time. The Company does not take any responsibility, whatsoever, of submission of bids at E-PADS.

Bids received after the bids opening date and time will not be considered as per PPRA Rules.

**It is advised to interested bidders to submit their bids/ quotations online through Federal PPRA E-PADS as well as in hard form through courier or by hand to undersigned office.**



سوئی ناردرن گیس  
Sui Northern Gas

NOTE: **SUBMISSION OF TENDER IN HARD FORM**

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1. The quotation submitted through online E-PADS (Federal PPRA) and hard form shall be the same. In case of any contradiction/ difference, bid submitted through online E-PADS shall be considered for evaluation.
2. General Terms attached as Appendix-A, must be taken into consideration before submitting your quotation.
3. Your offer must remain open for a period of **120 days** from the closing date of the tender.
4. It must be indicated by the bidders in their offers/quotations that their quotation fully conforms to technical specifications and to the terms and conditions of the tender enquiry.
5. Only one authorized representative of bidder will be allowed to attend the public opening of bids, who will be required to submit an authority letter (as per specimen attached as Appendix 'D') in his favor issued by the respective bidders(s) for attending the public opening of bids, failing which he will not be allowed to attend the public opening.
6. Any attempt to obstruct competition by any means including formation of cartels will lead to rejection of your bid.
7. If needed be, please contact Mr. Adil Ejaz Senior Officer (Stores) Ph: # 0336-4675557, E-mail: [adil.ejaz@sngpl.com.pk](mailto:adil.ejaz@sngpl.com.pk)
8. Blacklisting and Debarment of bidders and suppliers shall be as per PPRA Rule No.19.
9. Bidders are required to submit their firm and irrevocable offer in Pak Rupees inclusive of all Govt. Taxes, Duties & Levies etc. except Provincial Sales Tax.

Yours faithfully,

SUI NORTHERN GAS PIPELINES LIMITED

(IMRAN AHMAD KHAN)  
COORDINATOR (PB&MC)  
for MANAGING DIRECTOR

You may contact the undersigned at 0333-4682075 and [imranahmad.khan@sngpl.com.pk](mailto:imranahmad.khan@sngpl.com.pk).

**Tender Enquiry No. TPT/MGA,KHI&MUL/PIPE/M&E/002/26 Due On: 21.07.2026**

Instrument No. \_\_\_\_\_ Dated \_\_\_\_\_ Amount Rs. \_\_\_\_\_

**Registered Office:**  
Sui Northern Gas Pipelines Limited,  
21- Kashmir Road, Lahore, Pakistan.  
+92-42-99082000-06

[www.sngpl.com.pk](http://www.sngpl.com.pk)

**Head Office:**  
21- Kashmir Road, Lahore, Pakistan.  
+92-42-99082000-06



Telephone: {99201303  
{99202845

## **SUI NORTHERN GAS PIPELINES LIMITED**

21-Kashmir Road, P. O. Box No. 56, Lahore (Pakistan)

### **Appendix 'A'**

## **GENERAL TERMS**

Dear Sir,

We intend to award annual contract(s) for transportation/hauling of Company's MS/GI Line Pipe, material, machinery and equipment on "as and when required" basis using trucks / trailers / cranes / lifters as per tender Appendices.

The bidder / contractor / transporter shall be responsible to arrange crane(s)/Lifters, trained labor and other necessary requirements for safe loading and unloading of material at dispatch and destination sites respectively **strictly as per HSE policy of the company conveyed along with the tender documents, and time to time conveyed during contract period.**

Transporters/Contractors are invited to quote their best competitive rates inclusive of all Government's taxes etc. except Provincial Sales Tax, valid for at least 120 days from the date of tender opening, for award of contract(s) against this tender as per following terms and conditions.

### **1. ELIGIBILITY & QUALIFICATION REQUIREMENTS**

For qualification against this tender, bidders must meet the following minimum eligibility requirements and provide the requisite documents as evidence of their capability. The bidders having five (05) years of experience in haulage business, interested in SNGPL's instant contract, are invited to submit their bids along with the following: -

- 1.1 List of trailers/ trucks / cranes /lifters along with registration books/ownership documents owned by the bidder themselves or in the name of their partners or directors along with the proof to the said effect. In order to succeed, the bidder(s) are required to own a fleet of at least 25 trailers/trucks and 2 cranes/lifters.
- 1.2 Failure to provide said requisite documents or providing incomplete or insufficient information will render the offer non-responsive.
- 1.3 Any change in the fleet of vehicles owned by the successful bidder(s) during execution of the contract must be brought to the notice of the Company.
- 1.4 Names and addresses of national and/or multinational entities and detail (i.e. copies of contract(s) with them. SNGPL may verify the information from such names provided by

the bidder. A mere list of customers without copies of arrangement with the aforesaid entities, will render the bid non-responsive.

1.5 The bidder shall provide the following information/documents.

- a) Nature of business i.e. sole proprietorship, partnership firm, an AOP, a private limited company, or a joint venture company in which case, information about all members of JV (Joint Venture). The members of JV shall be able to fulfill the requirements of this tender in order to be eligible requirement for eligibility and the bid any securities in pursuance hereof, shall be in the name of JV.
- b) Certified copies of Articles and Memorandum of Association by SECP, in case of a company, or where the bidder is a joint venture, the said documents of each member constituting a JV, and a copy of JV agreement.
- c) Certified copy of partnership deed along with Form "C", by Registrar of Firms where the bidder is a partnership firm.
- d) Proof of being a filer and a Certified copy of NTN and Sales Tax Registration of bidder/s.
- e) Proof that they are in the business of haulage for at least last 05 consecutive years.

1.6 Name of Banks and Certificate of financial standing along with statement of the bidder to authenticate the turnover. Turnover for the last 24 Months will be considered for evaluation.

1.7 Complete address of Head Office and Branch office(s) with telephone and E-Mail etc.

1.8 Names and sample signatures of contact/authorized person/s with their identity card numbers who will be in contact with SNGPL along with photocopies of their identity cards, duly notarized.

1.9 Copies of valid NTN Certificate/s and a copy of last tax return, in respect of bidder/s.

1.10 Copies of valid Professional tax and Provincial Sales Tax registration certificate with Punjab and Khyber Pakhtunkhwa/Sindh.

1.11 The bidders are required to sign and stamp the Proformas/certificates/Annexures/Appendices, duly attached with the tender.

1.12 Copy of a Valid Certificate of Fitness of Transport vehicles issued by the Motor Vehicle Authority, in respect of the vehicles offered for this bid.

1.13 Confirmation letter regarding submission of Bid Security with Financial Proposal.

1.14 Bidder will clearly mention in their technical bid for which Sections of Appendix "C" they have submitted their bid.

- 1.15 The bid evaluated to be the lowest shall be accepted. For the purpose of determining the lowest bid, factors other than the quoted rates, such as, number of trailers/cranes and trucks owned by the bidder, financial soundness, experience, reliability, efficiency, past experience with SNGPL and acceptance of the bid shall also be taken into consideration as per **Appendix-B**. SNGPL's judgment with regard to the capability and resources of a bidder will be final.
- 1.16 SNGPL shall determine to its satisfaction if the Transporter having submitted the lowest responsive bid is qualified and has the capability and resources to satisfactorily perform the contract, if awarded to them. SNGPL's assessment of capabilities/resources of the bidder shall be final and unchangeable.
- 1.17 Quotations from bidders, who have been blacklisted or previously held to be a defaulter under any contract/s of SNGPL, shall not be considered for evaluation and shall be outrightly rejected without any consideration.
- 1.18 An affirmative determination will be a pre-requisite for award of the contract to the bidder. A negative determination will result in rejection of the bidder's bid, in which event, SNGPL will proceed to the next lowest evaluated bid to make a similar determination of the bidder's capabilities.
- 1.19 In case of identical rates against any category/station of Appendix "C", preference for award of contract shall be given to bidder whose technical evaluation marks (as per Appendix "B") will be higher.

SNGPL shall have the right to get any of the above documents provided by the bidder/s verified from the relevant authorities.

Provided that where a bidder is a sole proprietor, such information/documents shall pertain to the individual/proprietor; and in case of a partnership or an AOP, about the persons constituting the said partnership or an AOP.

Provided further that where a bidder is a joint venture, it shall make available such information about the members constituting such JV in addition to a notarized copy of JV agreement.

## **2. INSTRUCTIONS TO BIDDERS**

- 2.1 There shall be no over-writing in the Bids. Corrections, if any, should be incorporated by cancelling or deleting the unintended words. Any deletions/cuttings/corrections must be authenticated by additional signatures of the bidder.
- 2.2 The cost of bid preparation or any other cost/expense incurred for participation in the tender enquiry, etc., shall not be reimbursed by SNGPL.
- 2.3 While preparing the bid, the bidder shall carefully examine the terms and conditions of the tender documents. Failure to provide the requisite information may result in rejection of bid. In case the bidder is unable to fully comply with the terms and conditions of tender enquiry, it must indicate its reservations in the offer, which the company may accept or reject in its sole

- discretion. Where no reservations or reasons have been provided by the bidder, the bids lacking any information, shall be rendered non-compliant.
- 2.4 Bidders having doubt as to meaning of any clause or requiring clarification of some of contents of these tender clauses shall notify SNGPL through email, in writing at least seven days before bid submission date. Any clarification or information provided by SNGPL, shall be circulated through E-mail to all participants of this tender.
- 2.5 The bidders shall use their official letterhead having telephone, fax, e-mail and postal address in the request for tender documents or any other correspondence with SNGPL.
- 2.6 At any time before the submission of bid, SNGPL may, in its own discretion, or in response to a clarification requested by a bidder, modify the documents by issuance of an amendment. Such amendment shall be sent through E-mail to those who have purchased the tender documents. Such amended tender shall be binding upon all participants. SNGPL, may, in its own discretion may extend the deadline for the submission of bids. SNGPL also reserves the right to cancel the tender enquiry without assigning any reason.
- 2.7 Sealed quotation, complete in all respects, supported by legible photocopies of documents duly authenticated by Notary Public under cover letter on bidder's letter head, addressed to Coordinator (PB&MC), Sui Northern Gas Pipelines Limited, Gas House, 2nd Floor, LDA Plaza, Egerton Road, Lahore signed and bearing official seal of the bidder should reach SNGPL before tender closing time by or prior to the due date.
- 2.8 The envelop carrying quotation should be duly sealed and marked as "CONFIDENTIAL"- Tender Enquiry No. TPT/MGA,KHI&MUL/PIPE/M&E/002/26 to be opened on ????????? at 1500 hours.
- 2.9 The bids received will be opened in public at the specified date and time. Only one duly authorized representative per bidder will be allowed to attend the public opening of bids. The representative authorized by the bidder shall submit an authority letter from the bidder in his favor along with original CNIC to be eligible to attend the public opening of bids.
- 2.10 Offers received by fax/e-mail will not be accepted. Incomplete and conditional offers/quotations shall be rejected.
- 2.11 No bidder will be permitted to alter its bid after the bids are opened. However, clarifications, not altering the substance of the bid, may be solicited and/or accepted.
- 2.12 SNGPL may, in its discretion, scrap the bidding process and reject all bids or proposals at any time prior to the acceptance of a bid or proposal. SNGPL shall not be responsible for any loss caused to any bidder as a result of scraping of bidding process whether direct or indirect or consequential. SNGPL will, on request, communicate to any bidder who submitted a bid or proposal, the reason/s for its rejection of all bids or proposals, but is not required to give any justification of the same.
- 2.13 The bids against this tender enquiry are invited on **two envelopes basis**. The bids shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the "**TECHNICAL PROPOSAL**" and the "**FINANCIAL PROPOSAL**".

**The Technical and Financial Proposals must include amongst others, the following documents: -**

**Technical Proposal:**

- Documents required vide clause No. 1.1 to 1.19.
- Bid Security in original as stipulated vide clause No. 3 must be conspicuously placed in separate envelope with Technical Proposal of the bid.

**Financial Proposal:**

- Price Term Sheets (as per requirement of tender enquiry mentioned in Appendix-C)

- 2.14 The envelope shall respectively be properly sealed and marked as “**TECHNICAL PROPOSAL**” and “**FINANCIAL PROPOSAL**”, as the case may be, in bold letters.
- 2.15 In the first step, only the envelope(s) marked as “**TECHNICAL PROPOSAL**” shall be opened.
- 2.16 The envelope marked as “**FINANCIAL PROPOSAL**” shall be retained by SNGPL without being opened.
- 2.17 SNGPL shall evaluate the “**TECHNICAL PROPOSAL**” in accordance with the terms and conditions of the tender enquiry without reference to the price and will reject any proposal which do not conform to the specified requirements.
- 2.18 During the technical evaluation, no amendments in the technical proposal shall be permitted. Therefore, bidders are expected to have submitted their offers complete in all respects, addressed to Coordinator (PB&MC).
- 2.19 After evaluation of “**TECHNICAL PROPOSAL**” SNGPL shall within the validity period, publicly open the financial proposals of only the technically responsive bidders at a time, date and venue communicated in advance.
- 2.20 The “**FINANCIAL PROPOSAL**” of the bids found technically non-responsive shall be returned un-opened to the respective bidders.
- 2.21 Provincial Sales Tax must be indicated in the offer separately.
- 2.22 Bids against each Appendix and station/category shall be evaluated station/category-wise separately & independently pursuant to the terms and conditions of the tender documents. Station/category wise Contract shall be awarded/executed with the lowest evaluated bidder of that respective Appendix/Station/category.

### 3. BID SECURITY

3.1 Every bidder shall at his own cost furnish, as part of its bid, a bid security in original amount mentioned in following table in the form of a Bank Draft / Pay Order issued in favor of Sui Northern Gas Pipelines Limited, Lahore. It is clarified that in case of a partnership, AOP or a joint venture, the bid security shall be in the name of such entity and not any individual constituting it.

<u>Sr. No.</u>	<u>Appendix</u>	<u>Amount (Rs.)</u>
<u>1</u>	<u>A</u>	<u>Two Hundred Thousand (200,000/-)</u>
<u>2</u>	<u>B to D</u>	<u>Fifty Thousand ( 50,000/-)</u>

3.2 Any bid not accompanied by the requisite bid security as mentioned above in clause 3.1, would be treated as “without bid security” and will not be read out/evaluated at the time of tender opening and will be rejected as “non-responsive”. Any advice regarding issuance of Bid Security received from bidder/ Bank will not be considered in lieu of actual Bid Security.

3.3 The bid security will serve as a guarantee in case the successful bidder(s) subsequently either withdraw, or unilaterally modify, vary or alter his/their bid after opening thereof publicly and before expiry of bid validity period, or declines to accept contract, or fail to execute and follow terms and conditions of the contract placed on them within the validity of their bid or its extended validity or fails to provide Performance Guarantee as per clause 4 below. In such cases, SNGPL reserves the right to forfeit the bid security. SNGPL shall retain the security of the next lowest bidder(s), until it enters into an agreement with the successful bidder in response to this tender enquiry or 120 days after bid opening, whichever is earlier.

### 4. PERFORMANCE BOND GUARANTEE

4.1 Within 15 days of the notification of award of Contract each successful bidder(s) of respective category shall deposit below tabulated amounts through a bank draft / pay order, in favor of M/s. Sui Northern Gas Pipelines Limited, as ‘Performance Guarantee’ in lieu of ‘Performance Bond Guarantee’ along with token for acceptance of the respective contract. This Performance Guarantee will be retained by SNGPL for one month after completion of the contract. The successful bidders will be allowed to use their bid security amount for this purpose after depositing the balance amount to make this amount equal to Performance Guarantee amount. A Performance Bond Guarantee shall be payable by the bidder in favor of SNGPL as compensation for any loss resulting from the bidder/Contractor’s failure to complete its obligations under the contract.

<u>Sr. No.</u>	<u>Appendix</u>	<u>Amount (Rs.)</u>
<u>1</u>	<u>A</u>	<u>Five Hundred Thousand (500,000/-)</u>
<u>2</u>	<u>B to D</u>	<u>Two Hundred Thousand (200,000/-)</u>

Final amount of Performance Bond Guarantee of each successful bidder will be determined on Pro Rata basis according to No. of stations awarded to each bidder against each category. SNGPL’s decision in this regard will be final and unchallengeable.

4.2 Sui Northern Gas Pipelines Limited, reserves the right to recover the cost from the 'Performance Guarantee' for all losses, thefts, pilferage(s) or damage etc. occurring during the course of execution of the contract. SNGPL shall promptly notify the Transporter/Contractor in writing of any claim arising out of performance of the contract. Upon receipt of such notice, the Transporter/Contractor shall settle the claims in seven (07) business days. If the Transporter/Contractor having been so notified, fails to settle the claim within the prescribed time, SNGPL may proceed to take such remedial action as may be necessary, at the Contractor's risk and expense, without prejudice to any other rights which SNGPL may have against the Contractor under the contract including but not limited to partial or complete forfeiture of the Performance Bond Guarantee.

Compensation charges assessed by SNGPL in its reasonable discretion, on account of any loss, damage etc. or deviation from any terms and conditions of the contract will be charged and recovered from this amount. SNGPL's decision in this regard will be final and unchallengeable.

In case the amount of Performance Guarantee falls short for the deduction(s) of penalty amount on account of loss or damage, the deficit amount will be recovered from the outstanding bills of contractor.

Nothing contained herein shall be construed to limit the Contractor's obligations and liabilities with regard to the performance of the contract.

## **5. CONFLICT OF INTEREST**

- a) Bidder declares that there is no conflict of interest with respect to the Tender / Contract.
- b) Bidder warrants that no employee of SNGPL or such employee's dependents have any beneficial interest in the business of Bidder.
- c) SNGPL will share evidence on which it relies with regard to breach of any warranty and shall afford the bidder a reasonable opportunity to explain or to produce evidence in its favor before rejecting his/their bid.

## **6. OTHER TERMS & CONDITIONS**

- 6.1 The bidder to whom the contract is awarded will provide trailers within 24 hours on receipt of either written or verbal notice for execution of the job(s) to the contractor(s), failing which SNGPL may be entitled to recover late delivery of trailers/trucks charges as mentioned below on receipt of complaint from respective In-Charge (Stores):-

<b>Rate of Late Delivery Penalty charges</b>
Rs. 500.00 (per day/per trailer) to a maximum of Rs. 5,000.00 per trailer.
Rs. 250.00 (per day/per truck) to a maximum of Rs. 2,500.00 per truck.

The payment of such late delivery of trailer/truck charges shall neither relieve the contractor from performing and fulfilling its obligation under the contract nor corresponding rights and entitlements of SNGPL will be affected or reduced in any manner. However, in case of urgent circumstance/s, of which SNGPL shall be the sole judge, the vehicles shall be provided immediately on receipt of written advice from SNGPL.

- 6.2 The loading and unloading from Company's designated location will be done during office hours. However, the transporter will not be entitled for any additional remuneration and/or compensation, in case of any delay for trailers/trucks arriving after or before office hours, or due to non-availability of proper loading/unloading arrangement by the transporter.
- 6.3 There shall be no empty running charges of cranes/lifters and trailers/trucks to reach the destination of loading or taking back the cranes/lifters/trucks / trailers etc., after unloading at company's establishment or designated location paid by SNGPL nor they shall be demanded. The Contractor/bidder is at liberty to include such estimated charges in the rates quoted in his bid.
- 6.4 Payment will be made only for the actual distance traveled from station of material collection to unloading station, as mentioned in the tender enquiry / awarded contract. It is clarified that "actual distance" does not include any re-routing.
- 6.5 The successful bidders in the respective category of this tender shall be responsible for any increase in rate of taxes, levies and any other charges imposed by any government or authority etc. during the period of this contract. SNGPL will not consider any request for increase or adjustment in the rates after opening of the tender or during execution/performance of the contract. The quoted rates shall remain irrevocable till expiry of the contract.
- 6.6 In case of fluctuation in fuel prices, the contractor will be allowed fuel adjustment as per following formula:-
- (a) 50% of the quoted/approved rates remain constant.
  - (b) 50% of the quoted/approved rates (being the fuel cost component) shall be adjusted upward and downward for increase and decrease in fuel prices respectively.
  - (c) Rate of fuels i.e. diesel on the bid opening date shall be taken as reference/base price. Same will be considered as determined by Government/Oil and Gas Regulatory Authority. Reference/base price will be constant as on bid opening date and will not change afterwards during contractual period.
  - (d) In case of increase/decrease in fuels i.e. diesel prices (reference/base price) less than 10% then there will be no change in quoted rates. However, when the variance in fuels i.e. diesel prices (reference/base price) is beyond than 10% then entire change will be implemented in the rate on the basis of Reference/Base Price.
  - (e) Variance as mentioned above will be calculated by taking into account the fuels i.e. diesel rate at the time and date on which requirement for transportation is being communicated to respective transporter.

**Example of Adjustment:**

If approved rate is Rs. 8 and fuels i.e. diesel price is Rs. 200/liter on bid opening date and rate of fuel increase to Rs. 22/liter (i.e. 11% increase) the increase in approved rate will be  $11\% \times 50\%$  of Rs. 8 =  $11/100 \times 50/100 \times 8 =$  Rs. 0.44

Hence new transportation rate will be Rs. 8 + Rs. 0.44 = Rs. 8.44/-

- 6.7 The Contractor/transporter shall be solely responsible for the safe custody of SNGPL's material during transit and handle it with utmost care. Transporter will be responsible for any damage, loss, theft or pilferage of SNGPL's material(s) till the time it is safely unloaded and handed over to SNGPL at the destination. The value of any damage or losses, if any, as ascertained by SNGPL will be recovered from the respective transporter/contractor. The Transporter may arrange transit insurance for transportation, under this contract, at its own cost and expense.
- 6.8 SNGPL shall not be liable or responsible for any losses to the Contractor's/transporter's equipment or to the crew as a consequence of an accident, fire, riots, civil commotion, floods or any other act of God.
- 6.9 Transporters shall at all times indemnify SNGPL and save it harmless against all claims, proceedings, costs, damages, liability and expenses that may be raised against SNGPL or suffered by it in respect of damage to property or death of any individual or an animal and all other third-party risks arising out of the execution of the Contract due to negligence of the transporter or its partners, directors, officers, employees, drivers or affiliates. It shall be the sole responsibility of the Contractor/transporter to fulfill all requirements of the applicable Labor Laws in respect of its personnel.
- 6.10 Transporters will not be allowed to sublet any of the work without prior written permission of SNGPL. In case of any subletting, the other party shall be *ipso facto* bound by the conditions applicable to the Contractor/Transporter.
- 6.11 Moving/shifting/transferring of company's goods which are already en-route, to other vehicle/trailers/trucks is not allowed. In case of any break-down of an en-route vehicle on which the goods are being hauled, the Company's In-charge at dispatching station as well as at receiving end and to the office of Coordinator (PB&MC) shall be informed immediately over phone and In writing on the same day, preferably within two hours.
- 6.12 Contractor/Transporter will pay sufficient advances to its drivers to meet incidental and other en-route expenses/charges etc. Any such charges will be borne by the Contractor/transporter and shall not be reimbursed by SNGPL.
- 6.13 In case trailers/trucks / cranes/lifters are not allowed by the authorities to enter or move in any city or location during particular timings, it shall be the responsibility of the transporter to ensure that arrival and/or departure of the trailers/trucks is scheduled in such a way that trailers/trucks enter/leave those places within permissible time limits. The transporter must keep in mind that loading/unloading and proper stacking will take place during office hours as mentioned in clause 6.2 above. **Successful Bidders shall comply with all the rules and regulations of National Highway Authority, Motor Vehicle Authority and Ministry of Communications or any other authority, imposed from time to time.**
- 6.14 Transporters / Contractors shall be under obligation to provide vehicles/trailers/cranes within 24 hours on receipt of written notice for execution of the job(s) failing which SNGPL may arrange transportation at transporter's risk and cost and differences in transportation charges, if any, will be recovered from the bills or Performance Guarantee of the Contractor/Transporter.

- 6.15 The Consignments against transit passes, wherever applicable, will be transported within the time limit prescribed by concerned authorities for such consignments. Penalties for delay in transport of such consignments outside the Municipal Corporation Limits within the prescribed time, will be on transporter's account. Similarly, the responsibility for obtaining octroi passes and departure after discharge of goods at SNGPL's en-route station(s) within the specified time limit by the authorities will also be on the transporter's account.
- 6.16 SNGPL shall not be responsible for change in any route resulting in increase or decrease of the distance between towns/cities.
- 6.17 The Contractor shall satisfy all demands of vehicles for transportation communicated to it within twenty four (24) hours before expiry / termination of its annual contract. Failing to do so, the difference in transportation charges, if any because of increase in the rate of new contract, will be recovered from the transporter for all the outstanding vehicles.
- 6.18 Extension of contract will be done with mutual consent of both parties for a period not more than fifteen percent of awarded contract as per PPRA rules.
- 6.19 Transporters will have to pay CAFA / EIR charges (if borne) at Karachi/Bin Qasim ports otherwise SNGPL will deduct this amount from successful contractor / transporter(s)'s bills at actual as per receipt provided by the clearing agent and same will be paid to clearing agent through cheque.
- 6.20 In case of non-provision/engaging number of trailers less than the number required for transportation of consignments from respective ports, storage charges / wharfage / demurrage / detention charges (if leviable) may be charged to transporters/ contractors account.

## **7. FORCE MAJEURE**

- 7.1 Definition: The term 'Force Majeure' as employed herein shall mean acts of government in their sovereign capacity, riots, strikes, lockouts, fires occurring in the contractor's or SNGPL's establishment(s), political disturbances, wars, unprecedented flood, storms, hurricanes, pandemic, epidemic or other acts of God or any Governmental regulation, or judicial order, decree, directive, restriction, prohibition or intervention.

Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or its representatives or employees or any other person acting on its behalf, nor (ii) any event which a Party could reasonably have avoided by acting diligently.

- 7.2 If a party wishes to claim relaxation by reason of Force Majeure, it shall, within 48 hours of its occurrence, serve written notice of such Force Majeure on the other party through registered post or a courier service. Both parties shall consult each other for measures to be taken. It is clarified that where such relaxation or extension in time claiming Force Majeure has been sought by the Contractor/transporter, the decision of SNGPL shall be final. As soon as the Force Majeure ends, the affected party shall promptly resume performance of its obligation under the contract and intimate the other party about this. If the Force Majeure event persists for the period of 30 days, SNGPL shall be entitled to termination of the Contract.

- 7.3 Extension of Time: Subject to the limitation of 30 days, the Any period within which a party pursuant to this contract, is required to complete any action or a task. Upon request of a party claiming force majeure, the period to complete a task may be extended for a reasonable time as notified by the concerned quarters but not beyond thirty 30 days.

## **8. RESOLUTION OF DISPUTES**

- 8.1 Amicable Settlement: The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract.
- 8.2 Any dispute between the parties i.e. SNGPL and the transporters regarding matters arising pursuant to this contract that cannot be settled amicably within sixty (60) days after receipt of request for amicable settlement from the other party shall be done through arbitration as per clause 8.3 below.
- 8.3 Arbitration/Resolution of Disputes: Any difference or dispute arising out of or in connection with the contract between parties which cannot be amicably resolved, shall be referred for arbitration in Lahore, Pakistan to two arbitrators, one to be appointed by each party for such difference/dispute. In case of the award of the two arbitrators is at variance, the matter shall be referred to an umpire who shall be appointed by both the said arbitrators. The umpire shall be a retired Judge of a High Court or the Supreme Court of Pakistan. Such arbitrators and umpire shall decide the dispute in accordance with the Arbitration Act, 1940 as amended from time to time. The parties shall pay the fee of their respective arbitrator. If the services of an umpire are required, the parties shall pay to him equally.
- 8.4 During the course of arbitration, the transporters shall not suspend the performance of their responsibilities and obligations under the contract unless authorized by SNGPL in writing to do so. Further Arbitration shall be a pre-condition to recourse to Courts of law.

## **9 TERMS OF PAYMENT**

- 9.1 Contractor's/Transporter's bills in triplicate duly supported by documents as mentioned in clause 9.2 below, should be submitted at the Dispatching Stores, within seven days of completion of the delivery of materials at the destination, after due verification will submit the bills in duplicate to Co-coordinator (PB&MC) Head Office. Any delay in submitting bills may result in consequential delay in payment.
- 9.2 Contractor's/Transporter's bills, accompanied with original bilties and one carbon copy of Delivery Advices (DAs), of the transported material duly verified by the officers of dispatching and receiving Stores/Field Stores, giving his name, designation, signed and stamped by them, will be further processed, approved and forwarded to Accounts Department by Coordinator (PB&MC) Head Office for payment. Contractor will be eligible for claiming part / partial payment of work order against completed part of work order.
- 9.3 The final settlement of contractor's / transporter's bills will be made after satisfactory completion of the work and after verification of the bills by the concerned departments.

9.4 Subject to the above conditions, payments of the bills will be made by Company's Head Office in Lahore, in the following month.

SNGPL shall make payment to Transporter within thirty (30) calendar days from the date of receipt of invoice after completion of assignment if same is found correct and undisputed and in order with regards to works as detailed in the invoice. In the event of any error or objection in the invoice, the matter would be referred back to the Transporter for clarification of disputed portion of the invoice. Until such time the clarification is received, the invoice would remain unsettled.

9.5 All taxes will be deducted from transporter's bills, where applicable, at such rate(s) as may be prescribed under the law from time to time.

9.6 Payment of PST at the applicable rate is subject to registration of the contractor with Punjab, Khyber Pukhtoonkhwa and Sindh revenue Authorities where the services culminate and submission of Sales Tax Invoice.

9.7 Contractor's/Transporter's bills/invoices shall mandatorily comply with all applicable Provincial Sales Tax (PST) laws, rules, and regulations, including valid registration with the relevant Provincial Revenue Authority and issuance of a compliant Sales Tax Invoice containing all prescribed particulars. The invoices must also strictly fulfill all documentation, procedural, and compliance requirements of the Accounts Department of SNGPL.

Any invoice found deficient, incomplete, or non-compliant in any respect shall be liable to outright rejection, and no payment shall be processed until such deficiencies are fully rectified to the satisfaction of the Accounts Department. Any delay arising on this account shall be solely attributable to the Contractor/Transporter, and SNGPL shall bear no responsibility whatsoever for consequential delays in payment.

## 10. TERMINATION OF CONTRACT

10.1 During currency of this Contract, SNGPL may, without prejudice to any other remedy for breach of contract, by written notice of default issued to the contractor/transporter, terminate the contract in whole or in part except for the reasons mentioned in clause No. 9 regarding Force Majeure.

The Contract may be terminated by SNGPL in any of the following circumstances:

- a) If the contractor / transporter fails to deliver any or all of the services within the time period(s) specified in the contract/order, SNGPL, to complete a particular task.
- b) If due to negligence of its personnel or for whatsoever reason, the materials or property of SNGPL has been damaged or stolen or loss has been caused to it or the Contractor or any other person acting under him or on his directions, fails to perform any obligation(s) under the contract/Work Order.
- c) If the contractor/transporter in either of the above circumstances, does not cure its failure within a period of 30 days after receipt of the default notice from SNGPL.

11. The contract may be terminated at any time during contract period with mutual written consent by both the parties with six (06) month notice. Provided that the obligations of the parties already accrued under the Contract will not extinguish and the same shall be fulfilled and completed to the satisfaction of the other party.
12. Manner and mechanism to blacklisting or debarring the supplier/contractor due to non-performance will be made as per Appendix G.
13. The Contractor/Transporter understands and acknowledges that SNGPL's requirements of vehicles or cranes, as the case may be, varies from time to time, therefore the contractor/transporter will be advised in writing to commence job within twenty-four (24) hours after receipt of written communication from SNGPL to be completed in specified time. It is estimated that the number of required trailers is up-to to 40 trailers/trucks per day, but due to volume of work, the same may increase in which case the transporter will be bound to provide the requisite number of trailers within the specified timelines.

**14. HEALTH, SAFETY AND ENVIRONMENT (HSE) CLAUSES AND PROCEDURE**

- 14.1 It is contractor's responsibility to take measures as per Appendix-H of HSE in view of the health, safety and environmental / any other laws and regulations. In this regard, bidders are required to fulfill Proformas for acceptance of our contract and submit with the bid at the time of tender opening. Proformas are attached as Appendix-H.
- 14.2 The bidder shall be required to fully comply with HSE Procedures / Policies and in case of non-compliance the relevant penalties will be imposed.
- 14.3 The contractor shall arrange insurance cover of their workers working at SNGPL sites against the accidents causing injuries, disabilities and fatality.
- 14.4 The contractor shall be liable to pay compensation to his staff / labour in case of any major injury, disability and fatality category wise as under:

<b>a. In case of Major Injury</b>  <b>(Injury leading to Temporary disablement)</b>	<b>Payment of 1/2 of the monthly wages till the recovery of temporary disablement or for a maximum period of one year, whichever is less.</b> <b>Payment of 1/3 of the monthly wages till the recovery of chronic ill health / /disease or for a maximum period of 5 year, whichever is less.</b>
<b>b. In case of Disability (Permanent)</b>	<b>Rs. 500,000/-</b>
<b>c. Fatality</b>	<b>Rs. 500,000/-</b>

- 14.5 Failure to compliance against HSE initiative at operational sites will lead to blacklisting of a contractor through following disciplinary actions:-

<b>1<sup>st</sup> Violation</b>	<b>Warning</b>
<b>2<sup>nd</sup> Violation</b>	<b>Fine of Rs. 100,000.00</b>
<b>3<sup>rd</sup> Violation</b>	<b>Fine of Rs. 500,000.00</b>
<b>4<sup>th</sup> Violation</b>	<b>Suspension for period of six months</b>
<b>5<sup>th</sup> Violation</b>	<b>Black listing</b>

- 14.6 For shifting of pipes as mentioned in below Appendices through trailers/trucks, the contractor / transporter will be allowed maximum loading of pipes per trailer/truck as per HSE rules / regulations / manual.
- 14.7 In case of any other pipe size, mentioned in the HSE manual / procedure same will be transported as per weight allowed by National Highway Authority / Ministry of Communication not exceeding the maximum allowable number as per HSE clause vide table, copy enclosed as Appendix-H.
- 14.8 In case the successful contractor / transporter provides trailer/truck with width of body larger than the normal of 8'-5", increased quantity of joints is acceptable for loading after approval from HSE Department based on safe loading of pipes.
- 14.9 Bidder shall render necessary information in their quotations regarding environmental aspects and associated environmental impacts on environment of the product / material / vehicles/ machinery / equipment / services supplies by them. Stages of transportation, delivery, storage, operations, maintenance, safe disposal method etc. as applicable need to be included.
- 14.10 The machinery / equipment should have environment friendly system. It shall be the sole responsibility of the Contractor/Transporter that its/their vehicles should be fit and fulfill criteria of any Environmental Agency or Motor Vehicle Authority provided for them.
- 14.11 The material / equipment must be protected adequately and appropriately against environment effects during transportation. The protection of vehicles or cranes or equipment shall be the sole responsibility of the Contract /Transporter, during or otherwise transportation and SNGPL shall not liable in any manner whatsoever.
- 14.12 Bidder shall render necessary information regarding risk and opportunities associated with the machinery / equipment / product / material / item / services / provided by them.
- 14.13 Specific conditions e.g. noise level requirements; MSDS in case of chemicals etc. need to be included by the indenter as relevant to material / machinery / equipment.
- 14.14 The contractor shall ensure that no illegal immigrant or a citizen of an enemy State and child labour is employed by it either on full-time or part-time basis.

**15. INTEGRITY PACT**

The contractors are required to carefully read text of the integrity pact attached with the tender documents and confirm their concurrence of execution of the same in case contract is awarded to them. This is a mandatory requirement under Public Procurement Rules, 2004.

16. Company's press advertisement on the subject is an integral part of the tender documents.

**CRITERIA FOR EVALUATION OF TECHNICAL PROPOSAL**

**Main Evaluation Criteria**

Sr. #	Description	Weightage (%)
1	Establishment of the Bidder Sole Proprietor/ AOP / Company or Joint Venture	15
2	Experience of the Bidder Sole Proprietor/ AOP / Company or Joint Venture	25
3	Equipment	50
4	Financial Health	10

Minimum overall qualification score required for successful technical qualification of the bidder = 70%.  
However, 70% score is mandatory against each category.

Sr. #	Description	Numbers	Evaluation		Marks
			Factor	Marks	Obtained
1	Establishment	15	Office in Lahore/Karachi	10.5	
			Additional Weightage One mark for each office in other provinces/Islamabad. Up-to max of 4.5 marks.	4.5	
2	Experience	25	Less than five years	Nil	
			Five Years	17.5	
			Additional weightage 1 mark for additional one year experience over five years up-to max of 7.5 marks	7.5	
3	Equipment	50	Less than 25 Nos. Trailers/trucks	Nil	
			25 Nos. Trailers/trucks	25	
			Additional 1 mark for each additional Trailer/trucks over 25 trailers/trucks up-to Max 8 marks	8	
			Less than 2 Nos. Cranes/Lifter	Nil	
			2 Nos. Cranes/Lifter	12	
			Additional 1 mark for each additional Crane/Lifter over 2 cranes/Lifters up-to Max 5 marks/Crane/Lifter	5	
4	Financial Health	10	Turnover less than Rs. 50 Million *	Nil	
			Turnover for Rs. 50 Million	7	
			Additional 1 Mark for each increase of turnover of Rs. 10 Million above Rs. 50 Million. Up-to max of 3 marks.	3	
<b>TOTAL</b>				<b>100</b>	

\* Bank Certificate is required to authenticate the turnover of the company. Turnover for the last 24 Months will be considered for evaluation.

## APPENDIX-"C"

1---Transportation (including loading / unloading and proper stacking) of Double/Single Random Steel Line pipes size 4" and above (Coated / Bare & Uplifted) from our Coating Plant Uch Sharif and different stores / sites to various stores/sites depending upon our requirement through trailers as per following **Section- "C-1"**:-

**TERM SHEET**  
**TO BE USED FOR BIDDING**  
**TRANSPORTATION OF SINGLE RANDOM STEEL / GI LINEPIPE**  
**FROM MANGA/LAHORE AND KOT LAKHPAT TO VARIOUS STORES**

- 1- Transportation of Single Random Steel/G.I. pipe 6 Meters/20' long size ¾" dia to 3" dia from Lahore which inter alia may include our godowns in Lahore Areas/Kot Lakhpat/Manga stores to other cities/locations mentioned below and/or direct from Pipe Mills around Lahore.
- 2- Stations mentioned in this list are tentative. Dispatch of pipes will depend upon our actual requirement. Therefore, we may avail of the rates of all or only some of the stations, as per our actual requirement.

Sr. No.	Destination.	Freight as per Tender Documents inclusive of loading/ unloading & proper stacking charges. (Rs.) Per M. Ton.		
		(RATES IN FIGURE) WITHOUT S.TAX/PST	(RATES IN WORDS) WITHOUT S.TAX / PST	P.S.T at the rate applicable to province where services culminates during period of contract (YES/NO)
1-	ABBOTTABAD			
2-	BAHAWALPUR			
3-	FAISALABAD			
4-	GUJRANWALA			
5-	GUJRAT			
6-	ISLAMABAD			
7-	LOCAL (WITHIN 40 KM AROUND LHR)			
8-	SU-E ASAL (KASUR)			
9-	MULTAN			

10-	PESHAWAR			
11-	RAHIK YAR KHAN			
12-	RAWALPINDI			
13-	SAHIWAL			
14-	SARGODHA			
15-	SHEIKHUPURA			
16-	SIALKOT			
17-	WAH			
18-	MARDAN			
19-	KARAK			

3- For new station, the successful bidder for the nearest station will be bound to provide the transportation services and freight will be paid on pro-rata basis of the nearest station.

4- In case the loading/unloading and proper stacking is arranged by SNGPL's crane(s) / Lifter(s), an amount @ Rs.500/- per M.Ton will be deducted from successful Contractor's bills.

5- The rates for distance covered in hilly areas / regions falling en route will be considered as 2.75 times the rate offered for the plain area.

6- It is estimated that the number of required trailers is up-to to 40 trailers/trucks per day, but due to volume of work, the same may increase in which case the transporter will be bound to provide the requisite number of trailers within the specified timelines.

7- Minimum chargeable weight will be 17 Metric Ton, in case the available pipes for transportations are less than 17 M. Tons.

## Section- "C-2

### **TRANSPORTATION OF MATERIAL & EQUIPMENT ETC. FROM LAHORE AROUND 38-KM AND MANGA AUTAR TO VARIOUS STORES/SITES**

Transportation including loading/unloading & proper stacking of Company's packed material through open body truck 20' requiring loading / unloading through lifter / crane from Lahore/Manga to up-country stations on station wise basis as under:-

SR. #	DESTINATION	FREIGHT LUMP SUM (STATION WISE) (inclusive of Loading/unloading & proper stacking charges) without PST (Rs.)		
		(RATES IN FIGURE) WITHOUT S.TAX/ PST	(RATES IN WORDS) WITHOUT S.TAX/PST	P.S.T at the rate applicable during period of contract (YES/NO)
1-	ABBOTTABAD			
2-	BAHAWALPUR			
3-	FAISALABAD			
4-	GUJRANWALA			
5-	GUJRAT			
6-	ISLAMABAD			
7-	LOCAL (WITHIN 40 KM AROUND LHR			
8-	SU-E ASAL (KASUR)			
9-	MULTAN			
10-	PESHAWAR			
11-	RAHIK YAR KHAN			
12-	RAWALPINDI			
13-	SAHIWAL			
14-	SARGODHA			
15-	SHEIKHUPURA			
16-	SIALKOT			
17-	WAH			
18-	MARDAN			
19-	KARAK			
20-	LACHI			
21-	KOHAT			

The transportation services are required through open body truck 20' requiring loading / unloading through lifter / crane.

For new station, the successful bidder for the nearest station will be bound to provide the transportation services and freight will be paid on pro-rata basis of the nearest station.

In case the unloading is arranged by SNGPL's lifter / crane, amount @ Rs. 500/- per ton will be deducted from Contractor's bills accordingly.

## Section- "C-3

### TRANSPORTATION OF MATERIAL & EQUIPMENTS ETC. FROM MULTAN TO VARIOUS STORES/SITES

Transportation including loading/unloading & proper stacking of Company's material and equipment etc. through full truck load up-to 8 Metric Tons from Multan to various stations / sites as under :-

SR. #	DESTINATION	FREIGHT LUMP SUM (STATION WISE) 8 M Ton Truck Load (inclusive of Loading/unloading & proper stacking charges) without PST (Rs.)		
		(RATES IN FIGURE) WITHOUT S.TAX/ PST	(RATES IN WORDS) WITHOUT S.TAX/PST	P.S.T at the rate applicable during period of contract (YES/NO)
1-	ABBOTTABAD			
2-	BAHAWALPUR			
3-	FAISALABAD			
4-	GUJRANWALA			
5-	GUJRAT			
6-	ISLAMABAD			
7-	LAHORE			
8-	SU-E ASAL (KASUR)			
9-	MANGA			
10-	PESHAWAR			
11-	RAHIK YAR KHAN			
12-	RAWALPINDI			
13-	SAHIWAL			
14-	SARGODHA			
15-	SHEIKHUPURA			
16-	SIALKOT			
17-	WAH			
18-	MARDAN			
19-	SUI			
20-	BHONG			
21	UCH SHARIF			
22-	KARAK			

The transportation services are required on truck of 8 Ton load capacity; however, above load of the truck will be paid on pro-rata basis.

For new station, the successful bidder for the nearest station will be bound to provide the transportation services and freight will be paid on pro-rata basis of the nearest station.

In case the unloading is arranged by SNGPL, amount @ Rs. 5,000/- per truck will be deducted from Contractor's bills accordingly.

## Section- "C-4

### 1 - TRANSPORTATION OF MATERIAL & EQUIPMENTS ETC. FROM KARACHI TO A STORES THROUGH A TRANSIT STORE

Transportation including loading/unloading & proper stacking of Company's material and equipments etc. through full truck load up-to 8 Metric Tons from Karachi to a Store through a transit Stores on Sr. # wise basis as under :-

SR. #	DESTINATION	FREIGHT LUMPSUM (STATION WISE) 8 M Ton Truck Load (inclusive of Loading/unloading & proper stacking charges) without PST (Rs.)		
		(RATES IN FIGURE) WITHOUT S.TAX/ PST	(RATES IN WORDS) WITHOUT S.TAX/PST	P.S.T at the rate applicable during period of contract (YES/NO)
1-	MULTAN --- MANGA / LAHORE			
2-	MULTAN--- FAISALABAD			
3-	UCH SHARIF - MULTAN			
4-	UCH SHARIF - MANGA			
5-	FAISALABAD - MANGA / LAHORE			

### 2 - TRANSPORTATION OF MATERIAL & EQUIPMENTS ETC. KARACHI TO A STORES THROUGH A TRANSIT STORE

Transportation including loading/unloading & proper stacking of Company's material and equipments etc. through trailer load up-to 24 Metric Tons from Karachi to a Store through a transit Stores on Sr. # wise basis as under :-

SR. #	DESTINATION	FREIGHT LUMPSUM (STATION WISE) 24 M Ton Trailer Load (inclusive of Loading/unloading & proper stacking charges) without PST (Rs.)		
		(RATES IN FIGURE) WITHOUT S.TAX/ PST	(RATES IN WORDS) WITHOUT S.TAX/PST	P.S.T at the rate applicable during period of contract (YES/NO)
1-	MULTAN --- MANGA / LAHORE			
2-	MULTAN--- FAISALABAD			
3-	UCH SHARIF - MULTAN			
4-	UCH SHARIF - MANGA			
5-	FAISALABAD - MANGA			

- 1- The transportation services are required on truck of 8 M. Ton and trailer of 24 M. Ton load capacity, however, excessive of the truck / trailer load will be paid on pro-rata basis.
- 2- In case the unloading is arranged by SNGPL, amount of unloading charges will be ducted as per unloading charges @ Rs. 5,000/- per truck/trailer and @ Rs. 500/- per ton whichever is higher, from Contractor's bills accordingly.
- 3- Transporter will be required to unload material on both stations as mentioned in above tables.

**TENDER ENQUIRY NO.** \_\_\_\_\_

**(To be typed on Company's Letter Head, by the same Signatory / Signatories, who have signed the bid(S)).**

**AUTHORITY LETTER**

**M/s. Sui Northern Gas Pipelines Limited,  
21-Kashnir Road  
Lahore**

We M/s. \_\_\_\_\_ representing M/s.  
\_\_\_\_\_ are / have submitted quoted Ref.  
\_\_\_\_\_ dated \_\_\_\_\_ against tender enquiry No.  
\_\_\_\_\_ dated \_\_\_\_\_ due for opening on \_\_\_\_\_ at  
\_\_\_\_\_ hours.

We hereby authorize Mr. \_\_\_\_\_

to

**(Name)**

Attend the public opening of the bids on hour behalf. He has been further authorized to authenticate any erased / fluided figure(s) or corrections, if any, in the bid.

**SIGNATURE** \_\_\_\_\_

**STAMP** \_\_\_\_\_

TENDER ENQUIRY NO. \_\_\_\_\_

**INTEGRITY PACT**

**DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS. 10.00 MILLION OR ABOVE.**

**Contract Number:** \_\_\_\_\_ **Dated:** \_\_\_\_\_  
**Contract Value:** \_\_\_\_\_  
**Contract Title:** \_\_\_\_\_

**(Name of Supplier)** hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GOP) through any corrupt business practice.

Without limiting the generality of the foregoing **(Name of Supplier)** represents and warrants that it has fully declared the brokerage, commission, fees etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of contract, right, interest, privilege or other obligation or benefit in whatsoever from the GOP, except that which has been expressly declared pursuant hereto.

**(Name of Supplier)** certifies that it has made and will make full disclosure of all agreement and arrangements with all persons in respect of or related to the transaction with GOP and has not taken action or will not take any action to circumvent the above declaration, representation or warranty.

**(Name of Supplier)** accept full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration representation and warranty. It agrees, that any contract, right interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Gop under any law, contract or other instrument, be void able at the option of GoP.

Notwithstanding any rights and remedies exercised by Gop in this regard, **(Name of Supplier)** agrees to indemnify Gop for any loss of damage incurred by it on account of its corrupt business practices and further pay compensation to Gop in any amount equivalent to ten time the sum of any commission gratification, bribe, finder's fee or kickback given by **(Name of Supplier)** as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever from GoP.

**(Buyer)**

**(Seller / Supplier)**

**TENDER ENQUIRY NO.** \_\_\_\_\_

**[Stamp Paper]**

**CERTIFICATE OF FULL DISCLOSURE AND NON-COLLUSION**

We, \_\_\_\_\_, a company / firm registered under the laws of Pakistan and having registered office at \_\_\_\_\_ hereby declare, confirm and as follow:

1. We have neither offered, given, received or solicited anything of value to influence the action of any And all parties involved in the procurement process nor misrepresented or concealed any facts in order to Influence the procurement process or accomplish the award of contract: nor have we been part of any corrupt or collusive practices prior to or after bid submission which might restrict, reduce or prevent free and open competition, and fair and transparent award of contract.
2. We neither had at the time of submitting the bid nor presently have any relationship, association or link with another bidder nor have been involved in any arrangement or understanding that directly or indirectly restricted, reduced or prevented free and open competition or a fair and transparent award of contract: and we have made all the disclosure that may be necessary in this regard and nothing has been withheld or concealed from SNGPL.
3. At any stage of the procurement process or after award of the contract, SNGPL may, having evidence of any misrepresentation, inaccuracy, inconsistency or non-conformity in the disclosures, data or other information provided by us, withdraw the letter of award or terminate the contract at our sole cost and expense, and without any liability on the part of SNGPL.
4. This certificate shall form integral part of the contract documents and we shall remain bound by it at all material times,

(DEPONENT)

**Verification:**

Verified on oath that the contents of this Certificate are true to the best of our understanding, knowledge and belief and nothing has been concealed or misstated herein above.

Dated: the \_\_\_\_\_

(DEPONENT)

TENDER ENQUIRY NO. \_\_\_\_\_

**MANNER AND MECHANISM TO BLACKLISTING / CROSS DEBARRING OF SUPPLIER OR CONTRACTOR.**

As per PPRA Rule No. 19, following is mechanism to blacklist supplier / contractor: -

**Processing for Blacklisting: -**

- a) Coordinator (PB & MC) on his own accord or on receipt of information or a complaint shall, after examining the material places before him shall determine whether it is necessary and appropriate to initiate formal black listing proceedings.
- b) In case Coordinator (PB & MC) decides to initiate backlisting proceeding, the case shall be forwarded to the committee duly approved by the management from time to time for initiating blacklisting proceedings.
- c) The bidder /Supplier shall be formally intimated in writing by the committee about the nature of complaint /matter /default /fraudulent & corrupt practices as defined in PPRA Rule and initiate the blacklisting / cross debar proceedings.
- d) The bidder/supplier shall be intimated by giving a fifteen (15) days' notice through courier services, registered post or fax or email and shall be provided an opportunity of furnishing detail response either through written representation or personal hearing or both.

If blacklisting proceedings are to be initiated due to supplier's failure to meet the contractual obligation, then the bidder/supplier shall be given a chance to invoke Arbitration before start of formal blacklisting proceedings.

In case the supplier / bidder does not opt for Arbitration within time given, then, notice for blacklisting shall be served accordingly to initiate the proceedings.

- e) In case the bidder / supplier fails to furnish his defense / representation within 15 days of 1<sup>st</sup> notice of blacklisting, a reminder shall be sent giving another opportunity to furnish the reply within 7 days.
- f) If the bidder / supplier fails to submit his reply even after 2<sup>nd</sup> notice or fails to furnish the tenable justification of charges framed against him, the committee may proceed further in this regard on the basis of information, record and material available before him.
- g) The committee shall complete its proceedings within 30 days from the date of first notice given pursuant to paragraph (C) above.

**Finding & Decision:**

- a) The Committee after finalization his proceedings shall record his findings in writing and decide one of the following measures a Coordinator (PB & MC) shall obtain approval of the management for implementation:
- i. Blacklisting and henceforth cross debarred for participation in any public procurement for the period up to **10 years** if corrupt and fraudulent practice as defined in PPRA Rule has been established:
  - ii. Blacklisting and henceforth cross debarred for participation in respective category of public procurement if the bidder / supplier fails to perform his contractual obligation as per term of the tender enquiry / contract and within the specified time. Such blacklisting period shall not be more than **3 years** or.
  - iii. Blacklisting and henceforth cross debarred for participation in respective category of public procurement for a period up to **6 months** if bidder / supplier fails to alter his bid / withdraw his bid / does not accept the contract or does not abide with bid security declaration.
- b) Coordinator (PB & MC) shall communicate in writing to the PPRA and respective bidder / supplier his decision containing grounds for such action of blacklisting.
- 

**Appeal:-**

The bidder / supplier may file appeal against the decision of the committee before PPRA as per conditions / mechanism defined in PPRA Rules.

# **Handling, Stacking & Storage of Line Pipe (MS/PE)**

## **1.0 PURPOSE:**

The purpose of this guideline is to ensure the safety of employees and to prevent damage to line pipe (Mild Steel / Poly Ethylene) during loading, unloading, stacking, storage and transportation.

## **2.0 SCOPE**

It covers the activity of loading, unloading, stacking, storage and transportation of line pipe (MS/PE), chemicals, pipe line fittings etc. across the Company by the haulage contractors, ditching contractors or Company's own resources.

## **3.0 RESPONSIBILITIES:**

- 3.1 Stores Officer / I/c Stores
- 3.2 Site Supervisor
- 3.3 Yard Supervisor
- 3.4 Haulier (Company contracted by the supplier to undertake the delivery)
- 3.5 Driver / Operator
- 3.6 Construction spread representative (where available)

## **4.0 GENERAL SAFETY REQUIREMENTS / INSTRUCTIONS FOR MS / PE PIPE:**

- 4.1 I/c Stores / Stores Officer / Yard Supervisor shall ensure presence his during pipe handling by carriage contractor or company staff and also ensure the following;
  - 4.1.1 Pipes shall be safely stacked in the designated Store yard / Yard area.
  - 4.1.2 Pipes of same diameters shall be stacked together in pyramid shape.
  - 4.1.3 Loading/ unloading workers are fit for job, wearing tight clothes and relevant PPE's (safety shoes, gloves and helmets etc)
  - 4.1.4 Lifting Capacity of the crane / fork lifter is sufficient to meet the operational requirements in terms of weightage of pipe length / roll.
  - 4.1.5 Dropping & dragging of pipe / rolls shall not be permitted.
- 4.2 All pipes shall be loaded and unloaded mechanically using crane or fork lift trucks.
- 4.3 Fork lifters may be used provided that the arms of the fork lift are covered by suitable pads preferably rubber.
- 4.4 Crane / Fork Lifter should be fully operational without any defect.
- 4.5 Crane Operator shall check the wire rope is of optimum capacity, size, strength, condition of steel wire rope and condition of hydraulic system of crane before lifting of pipe.
- 4.6 Pipes / Rolls should be properly placed and fastened on the trailer before departing from site. Use of suitable ropes, belts and chain boomers should be ensured.
- 4.7 Guide rope(s) may be required for coils as well as pipe lengths. The person(s) holding the guide rope(s) shall always maintain a safe distance from the product that is being stabilized.
- 4.8 The line pipe / pipe rolls shall be loaded, unloaded, transported in a manner to avoid injury to the workers and damage to the pipe and coating.

- 4.9 Belts/ slings when used shall be cleaned to remove hard materials such as stones, gravel etc.
- 4.10 Two types of side supports may be used with trailers.
  - 4.10.1 Minimum 05 Nos. fixed vertical side supports with height of 4' to 5' should be used at each side of the trailer. Proper tying of side supports should be ensured.
  - 4.10.2 The trailer must have minimum two saddle supports lying on bed and hold by sides of bed. The saddle supports should be made of Hot rolled C-Channel of MS with minimum Depth 8". Width 3" x Thickness 3/8", Minimum 2" dia yarn rope may be used for fastening of saddle supports with trailer bed. Height of side supports should be minimum 28".
- 4.11 All loaded vehicles and the crane shall follow the NHA guidelines for speed.
- 4.12 Load on trailers, vehicles should not exceed axle load limits as defined in National Highway Safety Ordinance 2000.
- 4.13 All personnel and vehicular traffic shall be kept at a safe distance from the loading / unloading area.
- 4.14 Any party involved in the loading / unloading process has the right to stop at anytime if they believe there is a risk to safety.
- 4.15 Driver / Operator is responsible for undoing the load securing devices. The securing devices should only be removed from the product that is to be imminently off-loaded. It is the responsibility of the person off-loading (e.g. crane operator) the goods to ensure that the off-loading process is carried out safely. Check the load to assure that all wedges are in place and secured. The wedges are not to be removed before unloading.
- 4.16 Driver / Operator and its helper are the only person authorized to access the trailer. Under no circumstances will it be acceptable that any person is on the bed of the vehicle when loading/unloading operations are in progress. It is good practice to wear safety helmets fitted with a chin strap.
- 4.17 In case of delivery of pipes through supplier; haulier should provide a safe means of access to/from the trailer bed.
- 4.18 Everyone on site has a personal responsibility to behave safely, to the best of their ability.

**5.0 Specific safety requirements / instructions for Mild Steel (MS) Pipe:**

- 5.1 Pipes having diameters 4" and above shall be lifted through cranes. Hooks may also be used for handling the pipes provided they have sufficient width and depth to fit the inside of the pipe and covered with soft material like rubber.
- 5.2 For lifting of pipes having diameter lesser than 4", skilled 04 persons shall be deputed for job with alternate shifting schedule.
- 5.3 For lifting of pipes having diameter 4" and above, skilled 06 persons shall be deputed for job, in which 02 persons are on trailer, 02 persons on yard for hooking up the slings to pipes, 01 person deputed for crane operation and 01 person as signaling man.
- 5.4 Coated MS pipes may be handled by means of slings and belts of proper width (minimum 60 mm) made of non-metallic/ non abrasive materials.

- 5.5 Coated pipes shall be placed efficiently and smoothly on the trailer to avoid mechanical damages (face dents, surface dents, scratch etc.) Rolling, skidding or dragging shall be strictly forbidden. The ends of the pipe during handling and stacking shall always be protected with bevel guards.
- 5.6 Shifting of pipe is to be done with trailers driven by prime movers in compliance of National Highway Safety Ordinance 2000. Number of maximum loaded pipe should conform to Annexures 'A' and 'B' for bare and coated pipes respectively.
- 5.7 In case of using trailers with vertical side supports or saddle supports, line pipes stacking during transportation will be carried out in pyramid shape. Number of pipes to be loaded on trailers in this case will be as under:

"Diameters"	"Maximum No. of pipes to be loaded"	Remarks
4"	210 nos.	
6"	130 nos.	
8"	80 nos.	
10"	60 nos.	
12"	40 nos.	
16"	27 nos.	
18"	21 nos.	
20"	20 nos.	
24"	15 nos.	
30"	09 nos.	10 Nos. in case of using saddle supports and subsequent increase in bed width
36"	05 nos.	06 Nos. in case of using saddle supports and subsequent increase in bed width
42"	03 nos.	05 Nos. in case of using saddle supports and subsequent increase in bed width
56"	03 nos.	<p><b>Line pipe transportation should comply with either of the below mentioned conditions</b></p> <ul style="list-style-type: none"> <li>• 9.5 feet bed width trailer with either Vertical Side supports or Saddle Supports</li> <li>• 8.5 feet bed width trailer with only Saddle Supports</li> </ul> <p><b>Note:</b> Support to Support distance/Clarence in either support type should not be less than 9.5 feet</p>

- 5.8: In case of using a half body trailer vehicle, no pipe will be loaded above the height of side walls and sufficient space should be provided at both ends of the vehicle for safe engagement of crane hooks by riggers at the edges of pipes at the time of un-loading.
- 5.9 For loose Pipes bundle it must have at least two MS strips of 3mm thickness and 15mm width and should be properly welded.

- 5.10 For tight Pipes bundle it must have at least five MS bail hoops of 1 mm thickness and 25mm width and should be properly pressed.
- 5.11 Each bundle must consist maximum of following Nos. of pipes
- |       |          |
|-------|----------|
| Ø 4"  | 10 nos.. |
| Ø 6"  | 10 nos.  |
| Ø 8"  | 08 nos.  |
| Ø 10" | 06 nos.  |
| Ø 12" | 05 nos.  |
- 5.12 At least three pipes must be hooked up of a bundle in all cases.

## 6.0 Specific safety requirements / instructions for Polyethylene (PE) Pipe

- 6.1 Polyethylene pipes / products shall be treated in a similar level of caution as perceived heavier steel pipe products and require the **same stringent** health and safety controls.
- 6.2 Polyethylene pipes can melt when heated. **PE pipes shall not be stored under direct sunlight** as ultra violet rays will react with the substances and make some different composition of the existing material which will depreciate the quality. It is necessary to store the PE pipes under the shed without direct exposure to sunlight.
- 6.3 The PE pipe coils can distort under load particularly at elevated temperatures. PE pipe coils shall be laid flat on a continuous surface and should only be stacked to a height where the bottom coils do not become distorted.
- 6.4 PE pipe is extremely slippery when wet and icy. Caution is to be observed in such weather conditions.
- 6.5 PE pipe is susceptible to scouring from sharp edges so the coils should not be dragged across bitumen and concrete. Under no circumstances PE pipes shall be pushed or rolled from the vehicle bed.
- 6.6 When wire ropes or chains are employed to secure the load, the PE pipe coils should be suitably protected against scouring.
- 6.7 Most trailers have a natural downward slope from the front of the trailer to the end of the trailer. It is suggested to begin unloading from the front of the trailer to the back to allow the strapped coils to stay in place.

## 7.0 **Stockpiling Pipe**

- 7.1 Only personal directly involve in pipe handling operations should enter the stockpile site.
- 7.2 Support skids should be sufficiently leveled prior to placing the pipe to ensure integrity of the piles and provision must be made to prevent pipe from accidentally rolling off the storage rack.
- 7.3 Pipe racks must be substantially constructed and placed level on a solid foundation.
- 7.4 The pipe shall extend one meter (three feet) beyond cross timbers and employees shall work at the ends of pipe keeping hands clear.
- 7.5 Rolling pipe into a stock pile should be strictly prohibited.
- 7.6 Short lengths (3 meters shorter than maximum length) are to be stockpiled on top rung only.

7.7 Skid stakes shall be used at each skid line to prevent the possibility of the stockpile collapsing.

**8.0 REQUIREMENT OF ENVIRONMENT, HEALTH AND SAFETY STANDARDS**

ISO 45001:2018, Clause 8.1

**9.0 RELATED DOCUMENTATION:**

9.1 Allowable Bare Line Pipes As Per NHA Axle Load Limits (Annexure "A")

9.2 Allowable Coated Line Pipes As Per NHA Axle Load Limits (Annexure "B")

Sr. No.	Diameter (Inches)	Diameter with Wall Thickness	Weight of bare line pipe Per Meter (kg)	Unit Length	Allowable Bare Line Pipes As Per NHA Axle Load Limits								
					4 AX Single-Tendem / 4 AX Tendem-Single		5 AX Tendem-Tendem		5 AX Single-Tridem		6 AX Tendem-Tridem		
					Gross Weight (39.5 Tons)	Unladen Weight (17 Tons)	Gross Weight (49.5 Tons)	Unladen Weight (19 Tons)	Gross Weight (48.5 Tons)	Unladen Weight (19 Tons)	Gross Weight (58.5 Tons)	Unladen Weight (20 Tons)	
					Net weight 22.5 Tons		Net Weight 30.5 Tons		Net Weight 29.5 Tons		Net Weight 38.5 Tons		
1	4	4" X 0.188"WT	12.96	12m	144		196		189				247
2	6	6" X 0.188"WT	19.35	12m	96		131		127				165
3		6" X 0.250"WT	25.55	12m	73		99		96				125
4	8	8" X 0.188"WT	25.37	12m	73		100		96				126
5		8" X 0.219"WT	29.48	12m	63		86		83				108
6		8" X 0.250"WT	33.57	12m	55		75		73				95
7	10	10" X 0.219"WT	36.94	12m	50		68		66				86
8		10" X 0.250"WT	42.09	12m	44		60		58				76
9	12	12" X 0.219"WT	43.96	12m	42		57		55				72
10		12" X 0.250"WT	50.11	12m	37		50		49				64
11		12" X 0.281"WT	55.47	12m	33		45		44				57
12	16	16" X 0.219"WT	55.35	12m	33		41		39				57
13		16" X 0.250"WT	63.13	12m	29		40		38				50
14		16" X 0.312"WT	77.63	12m	24		32		31				41
15		16" X 0.438"WT	108.20	12m	17		23		22				29
16	18	18" X 0.250"WT	71.12	12m	26		35		34				45
17		18" X 0.312"WT	87.49	12m	21		29		28				36
18		18" X 0.438"WT	122.05	12m	15		20		20				26
19	20	20" X 0.250"WT	79.16	12m	23		32		31				40
20		20" X 0.279"WT	87.70	12m	21		28		28				36

21	24	24" X 0.312"WT	117.30	12m	15		21		20				27
22		24" X 0.344"WT	129.00	12m	14		19		19				24
23		24" X 0.375"WT	140.68	12m	13		18		17				22
24		24" X 0.438"WT	163.93	12m	11		15		14				19
25		24" X 0.469"WT	175.51	12m	10		14		14				18
26	30	30" X 0.438"WT	205.54	12m	9		12		11				15
27		30" X 0.562"WT	263.67	12m	7		9		9				12
28	36	36" X 0.469"WT	264.72	12m	7		9		9				12
29		36" X 0.562"WT	317.27	12m	5		8		7				10
30		42" X 0.562"WT	371.22	12m	5		6		6				8
31	42	42" X 0.625"WT	412.13	12m	4		6		5				7
32		48	48" X 0.750"WT	565.16	12m	3		4		4			5

**Notes:**

Number of pipes may vary depending upon:

- Variation in Unladen weight of respective vehicle
- Variation in length of pipes
- Variation in Wall thickness of pipes

Unladen Weight means the weight of vehicle / trailer excluding the weight of pipes to be loaded

Sr. No.	Diameter (inches)	Diameter with Wall Thickness	Weight of coated line pipe Per Meter (kg)	Unit Length	Allowable Coated Line Pipes As Per NHA Axle Load Limits (Nos.)							
					4 AX Single-Tandem / 4 AX Tandem-Single		5 AX Tandem-Tandem		5 AX Single-Tridem		6 AX Tandem-Tridem	
					Gross Weight (39.5 Tons)	Unladen Weight (17 Tons)	Gross Weight (49.5 Tons)	Unladen Weight (19 Tons)	Gross Weight (48.5 Tons)	Unladen Weight (19 Tons)	Gross Weight (58.5 Tons)	Unladen Weight (20 Tons)
					Net weight 22.5 Tons		Net Weight 30.5 Tons		Net Weight 29.5 Tons		Net Weight 38.5 Tons	
1	4	4" X 0.188"WT	13.77	12m	136		184		178		232	
2	6	6" X 0.188"WT	20.55	12m	91		123		119		156	
3		6" X 0.250"WT	26.75	12m	70		95		91		119	
4	8	8" X 0.188"WT	26.88	12m	69		94		91		119	
5		8" X 0.219"WT	30.99	12m	60		82		79		103	
6		8" X 0.250"WT	35.08	12m	53		72		70		91	
7		10" X 0.219"WT	39.06	12m	48		65		62		82	
8	10	10" X 0.250"WT	44.21	12m	42		57		55		72	
9		12" X 0.219"WT	46.47	12m	40		54		52		69	
10	12	12" X 0.250"WT	52.62	12m	35		48		46		60	
11		12" X 0.281"WT	57.98	12m	32		43		42		55	
12	16	16" X 0.219"WT	58.32	12m	32		43		42		55	
13		16" X 0.250"WT	66.10	12m	28		38		37		48	
14		16" X 0.312"WT	80.60	12m	23		31		30		39	
15		16" X 0.438"WT	111.17	12m	16		22		22		28	
16	18	18" X 0.250"WT	74.46	12m	25		34		33		43	
17		18" X 0.312"WT	90.83	12m	20		27		27		35	

18		18" X 0.438"WT	125.39	12m	14	20	19	25
19	20	20" X 0.250"WT	83.33	12m	22	30	29	38
20		20" X 0.279"WT	91.87	12m	20	27	26	34
21	24	24" X 0.312"WT	122.30	12m	15	20	20	26
22		24" X 0.344"WT	134.00	12m	13	18	18	23
23		24" X 0.375"WT	145.68	12m	12	17	16	22
24		24" X 0.438"WT	168.93	12m	11	15	14	18
25	30	24" X 0.469"WT	180.51	12m	10	14	13	17
26		30" X 0.438"WT	211.80	12m	8	12	11	15
27	30" X 0.562"WT	269.93	12m	6	9	9	11	
28	36	36" X 0.469"WT	273.59	12m	6	9	8	11
29	36	36" X 0.562"WT	326.14	12m	5	7	7	9
30	42	42" X 0.562"WT	381.58	12m	4	6	6	8
31		42" X 0.625"WT	422.49	12m	4	6	5	7
32	48	48" X 0.750"WT	575.24	12m	3	4	4	5

**Note:**

Number of pipes may vary depending upon:

- Variation in Unladen weight of respective vehicle
- Variation in length of pipes
- Variation in Wall thickness of pipes

Unladen Weight means the weight of vehicle / trailer excluding the weight of pipes to be loaded