

# BIDDING DOCUMENTS



## PROCUREMENT OF PERSONEL PROTECTIVE EQUIPMENT (PPE)

**PPE-01/2021-22**

**Punjab Thermal Power (Pvt.) Limited**  
Ground Floor, 7/C-1, Gulberg-III, Lahore  
Phone No.: 042-35711278-80 Fax No.: 042-3570939



# PUNJAB THERMAL POWER (PVT.) LTD.

Ground Floor, 7-C-1, Gulberg III, Lahore.

## Invitation to Bid

### PUNJAB THERMAL POWER (PRIVATE) LIMITED “PERSONEL PROTECTIVE EQUIPMENT (PPE)”

Punjab Thermal Power (Private) Limited (“PTPL”) invites sealed bids from eligible bidders for supplies at its head office in Lahore as detailed below vide this Bidding Document.

SN #	Description of Item	Quality	Quantity
1	Safety Helmets (COMBO)	As Per Sample	10
2	Safety Helmets (General Purpose)	As Per Sample	75
3	Safety Glasses	As Per Sample	50
4	Safety Goggles (Eye Wear)	As Per Sample	50
5	Safety Shoes	As Per Sample	50
6	Coverall / Uniforms	As Per Sample	50
7	Reflective Jackets	As Per Sample	50
8	Ear Plugs	As Per Sample	200

- Sealed bids are invited from eligible bidders registered with the income tax and sales tax departments / relevant authorities and who are authorized distributor/dealer of the items mentioned above.
- Interested bidders may download the Bidding Documents available on the website of Public Procurement Regulatory Authority (PPRA) i.e., <http://www.ppra.punjab.gov.pk> and website of PTPL i.e. <https://www.punjabthermal.com>.
- Bidding Documents can also be obtained upon payment of a non-refundable fee of **Rs. 500/-** from the address given below during office hours, immediately after the publication of this advertisement.
- **Single Stage Two Envelope** procurement procedure as per Punjab Procurement Rules, 2014 will be followed for item wise procurement of above-mentioned Personal Protective Equipment (PPE).
- **Bid Validity** period will be 120 days.
- All bids must be accompanied by:
  - (i) A Bid Security which is clearly defined in bidding document against each item i.e., within 5% of the estimated price in the shape of CDR / Bank Guarantee in favor of PTPL.
  - (ii) Active NTN & GST Certificate of FBR or other relevant Authorities such as PRA, etc.
  - (iii) A certificate/undertaking on stamp paper of relevant value that the Bidder or its firm/company is not blacklisted by any Government or Semi-Government Department/entities (e.g. PPRA, FBR, PRA).
  - (iv) Other documentary requirements mentioned in the Bidding Documents/TORs.

Bids must be delivered at the address given below on or before **March 28, 2022** till **03:00 PM**. Bids will be opened on the same date at **03:30 PM** in the presence of bidders’ representatives who choose to attend at the address given below. Late bids will be rejected and returned unopened to bidders.

#### Manager Administration

PUNJAB THERMAL POWER (PVT.) LIMITED	
Ground Floor, 7-C-1, Gulberg III, Lahore.	Phone Number: +92 42 35711278-80



# PUNJAB THERMAL POWER (PVT.) LTD.

Ground Floor, 7-C-1, Gulberg III, Lahore.

## **BIDDING DOCUMENTS FOR PROCUREMENT OF “PERSONEL PROTECTIVE EQUIPMENT (PPE)” FOR PUNJAB THERMAL POWER (PRIVATE) LIMITED (PTPL)**

### **INVITATION TO THE BIDDERS**

#### **1. Required Items**

Punjab Thermal Power (Pvt.) Limited (PTPL) hereby initiates the procurement process in line with the provisions of Punjab Procurement Rules, 2014 (“**PPRA Rules**”) for item wise procurement of following personal protective equipment (PPE). The samples of the required items are available at the address given in the Bidding Document and prospective bidders are required to visit the Office and inspect the samples before submitting the bids as the items will be required as per the sample. The requisite items along with estimated prices are mentioned in the **Table 1** hereunder:

**TABLE 1**

SN #	Description of Item	Quality	Quantity	Estimated Cost per Unit in PKR inclusive of taxes	Total Cost per Unit in PKR inclusive of taxes
1	Safety Helmets (COMBO)	As Per Sample	10	4700	47000
2	Safety Helmets (General Purpose)	As Per Sample	75	3500	262500
3	Safety Glasses	As Per Sample	50	1500	75000
4	Safety Goggles (Eye Wear)	As Per Sample	50	2000	100000
5	Safety Shoes	As Per Sample	50	11000	550000
6	Coverall / Uniforms	As Per Sample	50	20000	1,000,000
7	Reflective Jackets	As Per Sample	50	1500	75000
8	Ear Plugs	As Per Sample	200	50	10000

All quantities of the items are described in Table 1, whereas PTPL shall have the right, at its exclusive discretion, to increase or decrease the quantity of any or all item(s) without any change in unit price and/or other terms and conditions at the time of order placement. The detailed descriptions/specifications of the above Items are mentioned at **FORM-A**.

#### **2. Eligible Bidders**

- i. Bidders who are active taxpayers and have NTN & GST certificates shall be eligible to participate in this bidding process. As a proof of being an active taxpayer, copy of Active Taxpayer List (ATL) showing name and details of the bidder must also be furnished by the bidders.



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- ii. Bidders should not be disqualified or blacklisted by any Government (Federal, Provincial), a local body or a public sector organization. An undertaking to this effect in form provided at Annex-D is to be provided by bidder.

### 3. Bid Security

Each bidder shall submit Bid Security for the item(s) for which it intends to bid, in the form of a Bank Guarantee / Call Deposit Receipt (CDR) in favor of “Punjab Thermal Power (Pvt.) Limited” as per the amount mentioned in last column of the below table. The Bid Security instrument must be submitted along with the Technical Proposal.

SN #	Description of Item	Quality	Quantity	Estimated Cost in PKR	Bid Security 5% of the Estimated Cost
1	Safety Helmets (COMBO)	As Sample Per	10	47000	2350
2	Safety Helmets (General Purpose)	As Sample Per	75	262500	13125
3	Safety Glasses	As Sample Per	50	75000	3750
4	Safety Goggles (Eye Wear)	As Sample Per	50	100000	5000
5	Safety Shoes	As Sample Per	50	550000	27500
6	Coverall / Uniforms	As Sample Per	50	1000000	50000
7	Reflective Jackets	As Sample Per	50	75000	3750
8	Ear Plugs	As Sample Per	200	10000	500

### 4. Procurement Procedure

- i. The procurement procedure for each Item shall be **Single Stage Two Envelope** as per Rule 38(2)(a) of the PPRA Rules. The Bid shall be a single package consisting of two separate envelopes, containing separately the Technical Proposal and the Financial Proposal. A bidder may bid for one, several or all of the Items.
- ii. Interested bidders may participate in open competitive bidding process for one, several or all items. However, the successful bidder will be selected by evaluating technical and financial bids for each Item separately.

### 5. Bid Submission

- i. The Technical Proposal envelope of a bidder must include one complete set of all documents required for technical evaluation of the Items he is competing for; along with duly filled Form for Technical Proposal in the prescribed format given in the bidding document, along with the Technical Conformity undertaking for each item given at **FORM-B**.
- ii. The Financial Proposal envelope of a bidder must contain duly filled Form of Financial Proposal for each Item he is competing for, in the



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prescribed format given in the bidding document at **FORM-C**.

- iii. Envelopes are required to be clearly marked as “Technical Proposal” and “Financial Proposal” along with the name of the bidder.
- iv. Bids shall be submitted in Pak Rupees only.
- v. Bids quoted and submitted shall be inclusive of all applicable taxes and levies.
- vi. Bidders shall submit Bid in a sealed envelope on or before the closing date i.e., **March 28, 2022** till **03:00 PM** (Bid Submission Deadline) at the prescribed address of PTPL Head Office. Bids shall be opened publicly by PTPL after 30 minutes of the closing date and time in the presence of the Bidders or their Representatives who may choose to be present.
- vii. The bidders must provide all documents/information required under the Bidding Documents including documents mentioned in the Check List given with the Bidding Documents. The Bid Security must be placed in the envelope for Technical Proposal.

### **6. Bid Validity**

- i. Rates quoted in Bids must be valid for at least 120 days from the Bid Submission Deadline.

### **7. Bid Opening**

- i. In the first instance, the “Technical Proposal” shall be opened at the given time and place in the presence of bidders or their representatives who may choose to be present. The envelopes marked as “Financial Proposals” shall be retained unopened in the custody of PTPL. PTPL shall evaluate the Technical Proposals in the manner prescribed in the bidding document, without reference to the price and shall reject any proposal which does not conform to the specified requirements.
- ii. During the technical evaluation, no amendments in the Technical Proposal shall be permitted.

### **8. Return of Bid Security**

The Bid Security will be returned to the unsuccessful bidders after the completion of grievance period i.e., 10 Days after the uploading of Bid Evaluation Report on PPRA website.

### **9. Evaluation of the Bids**

- i. In the first instance, the “Technical Proposal” shall be opened at the given address in the presence of bidders or their representatives who wish to attend.



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- ii. Bids of those bidders will be technically qualified and declared as responsive which fulfills the specifications of items and other requirements as mentioned in the bidding document.
- iii. No downward deviation will be accepted, and any such deviation will lead to disqualification/ technically non-responsiveness of the bidder.
- iv. After the evaluation of the Technical Proposals, PTPL shall invite Technically Responsive Bidder(s) to attend the opening of the Financial Proposal. The date, time, and location of the opening of Financial Proposal will be communicated by PTPL. Bidders shall be given at least one day notice of the opening of Financial Proposal.
- v. PTPL shall open the Financial Proposals of the technically responsive bids/bidders, publicly at the time, date and venue, so announced.
- vi. The lowest evaluated, technically responsive Bidder(s), on the basis of item-wise Unit Price (inclusive of applicable taxes) shall be considered as the Successful Bidder.

### **10. Successful Bidder**

- i. Upon issuance of Purchase Order(s) by PTPL, the Successful Bidder(s) shall supply the Items as per the specifications attached with these bidding documents within provided timeframe.
- ii. The Successful Bidder(s) shall deem to warrant to PTPL that the Goods/Services supplied by the Bidder(s), under the Purchase Order are genuine, brand new, non-refurbished, un-altered in any way.

### **11. Performance Security**

At the time of payment against Invoice, 10% amount shall be withheld as Performance Security for a period of Six (06) months and will be returned after lapse of stipulated period upon satisfactory durability of goods.

### **12. Delivery of the Items**

- i. The Items shall be required to be provided at the office of PTPL on immediate basis after the award of Purchase Order(s) without any extra cost including transportation etc.
- ii. In case of non-delivery of Items and / or delivery not as per specifications given herein within 15 days after award of Purchase Order, the Bidder shall be entitled to forfeit the Bid Security and terminate the Purchase Order via written notice for termination of the same. However, PTPL may, in its sole discretion, extend the delivery time for reasons beyond reasonable control of successful Bidder and submission of all documents in this regard.
- iii. PTPL's representative will inspect the Items within one week of supply. Any discrepancies found during inspection must be removed within 03 working days by the successful Bidder / Supplier.

### **13. General Conditions**




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- i. The Bidder should have a registered office in Lahore at the date of submission of Bid. Sufficient local and relevant resources must also be available in the said office to cater for all the after-sales support and services.
- ii. PTPL can accept or reject all Bids at any stage as per PPRA Rules.
- iii. All Bids received late, found incomplete, unsigned, ambiguous, conditional, or over-written will not be accepted and shall be rejected.
- iv. The scope of this procurement process shall include the supply of the Items, as required and specified in FORM-A.
- v. Payments shall be made after the clearance by PTPL's representative who is responsible for inspection of the goods.
- vi. Taxes will be deducted as per applicable Government Rules / Policy.
- vii. Without prejudice to any other rights and remedies available to PTPL, the Performance Security shall be forfeited by the Purchaser, on occurrence of any/all the following conditions:
  - If the Supplier commits a default under the Purchase Order.
  - If the Supplier fails to fulfill any of the obligation under the Purchase Order or bidding documents.
  - If the Supplier violated any of the terms and conditions of the Purchase Order or Bidding Documents.

**ANNEX- A  
SPECIFICATIONS OF SAFETY ITEMS**

**1- Safety Helmets (COMBO)  
AS PER SAMPLE  
QTY 10 PCS**

Item Details	Specifications / Standards	Pictures (for Reference Only)
<p>SAFETY HELMET (Combo with ear Muff and protective Shield) WITH PRINTED LOGO OF THE COMPANY (AS PER APPROVED SAMPLE)</p>	<p>ANSI/ISEA Z89.1-2009, TYPE 2, CLASS E BS EN397 Provided with Chin Strap Provided Protection against impact/Shock Resist against penetration by objects Be water and fire resistant Replaceable brow pad Allows you to adjust in small degrees and retains its fit. Sample shells are proof tested at 20,000 volts. Earmuff Attachments ANSI S3.19 Noise Reduction Ratio 25-30 dB Universal mounting attachment fit to hard hats Excellent attenuation at low and high frequencies</p>	 <p>Replaceable brow pad</p> <p>4- and 6-point suspension combinations</p> <p>Vented hard hat option</p> <p>Slots for accessory attachment</p> <p>Optional earmuffs easily snap into integrated receptors on the hard hat</p>





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## 2- Safety Helmets (General Purpose)

AS PER SAMPLE

QTY 75 PCS

<p><b>SAFETY HELMET</b> (General Purpose) WITH PRINTED LOGO OF THE COMPANY (AS PER APPROVED SAMPLE)</p>	<p>ANSI/ISEA Z89.1-2009, TYPE 2, CLASS G BS EN397 Provided with chin strap Provided protection against impact/Shock Resist against Penetration by objects Be water and fire resistant Replaceable brow pad Allows you to adjust in small degrees and retains its fit. Sample shells are proof tested at 2000 volts.</p>	<p>Replaceable brow pad</p> <p>4- and 6-point suspension combinations</p> <p>Vented hard hat option</p> <p>Slots for accessory attachment</p> <p>Optional earmuffs easily snap into integrated receptors on the hard hat</p>
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## 3- Safety Glasses

AS PER SAMPLE

QTY 50 PCS

<p><b>SAFETY GLASS</b></p>	<p>ANSI Z87.1 Eye Protection Comfortable Lightweight frame Weight Less than 1 oz Polycarbonate lenses absorb 99.9% UV rays Adjustable frame side, anti-scratch, anti-mist,</p>	<p>Anti Scratch K</p> <p>Anti Scratch</p> <p>Anti Mist N</p> <p>Anti Mist</p>
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## 4. Safety Goggles (Eye Wear)


AS PER SAMPLE




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## QTY 50 PCS

<p><b>SAFETY GOOGLES (EYE WEAR)</b></p>	<p>ANSI Z87.1.2003            Lens Polycarbonate / Acetate            Frame PVC            Ratchet: Nylon            Head Strap: Polyester            jacquard tape, contains            natural rubber latex            Anti-Scratch and anti-mist            (fog) coating            Excellent fit over the face            Protection against droplet,            large dust &amp; fine particle,            acetate lens options for            increased chemical            resistance.            Lightweight (99g).            Protection against UV            radiation in accordance with            EN 170:2002            Tested and CE approved            against EN 166:2001 and EN            169:2002</p>	
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## 5. Safety Shoes AS PER SAMPLE QTY 50 PCS

<p><b>SAFETY SHOES</b></p>	<p>Made in accordance with            BS EN ISO 20345:2011,            EN345, ASTM F2413-18            Occupational Category S-3,            lightweight footwear,            200J impact resistance            (equivalent to 20 Kg weight            dropped)            15KN Compression Test            (Equivalent to 1.5 tones            resting on the toe area).            Must be able to resist 300 °            C Water/Oil Repellent, Slip            resistance,            composite/Aluminum toe,            puncture resistance, shock            proof, anti-static. Insulation            against heat and cold, Nylon            Mesh Lining</p>	 <p><b>Symbols</b></p> <ul style="list-style-type: none"> <li>WRU: Water resistant upper</li> <li>FO: Oil resistant sole</li> <li>E: Antishock sole</li> <li>A: Antistatic footwear</li> <li>Steel toe-cap(200 J)</li> <li>ESD: Electrical resistance</li> <li>P: Penetration resistant steel midsole</li> <li>SRC: Anti-slip sole</li> </ul> <p><b>Occupational Categories</b></p> <ul style="list-style-type: none"> <li>S1: A + FO + E</li> <li>S1P: A + FO + E + P</li> <li>S2: A + FO + E + WRU</li> <li>S3: A + FO + E + WRU + P</li> </ul> <p><b>Norms</b></p> <ul style="list-style-type: none"> <li>EN ISO 20344:2011 Personal Protective Equipment - Test methods for footwear</li> <li>EN ISO 20345:2011 Personal Protective Equipment - Safety footwear</li> <li>EN ISO 20347:2007 Personal Protective Equipment - Occupational footwear</li> </ul>
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## 6. Uniforms



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## AS PER SAMPLE QTY 50 PCS

<p>Uniform (Shirt, Jacket and Trouser with Company Logo, design and Color Scheme As per Sample)</p>	<p>Garment: IEC 61482-2, EN340, NFPA 2112 and 2113, ASTM F1506, OSHA 1910.269 Nomex fire retardant coverall/uniform, 100% cotton. Flame retardant overalls to EN531 (A-B1-C1). Material to be one of the following: a) NOMEX® IIIA, minimum weight 160 g/m<sup>2</sup>; b) Dale Anti flame FR 100% cotton, minimum weight 215 g/m<sup>2</sup>; c) Indura Ultrasoft Minimum weight 250 g/m<sup>2</sup> Overalls shall have long sleeves and shall not be shortened or rolled up. Buttons, zips or other secure fastenings shall be provided and used to eliminate any gaps in the protected areas. Option: for hot working environments complies with 'comfort' standard EN11092 Option: Anti-static properties to EN1149:3</p>	
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## 7. Reflective Jackets

### AS PER SAMPLE QTY 50 PCS

<p>Reflecting Jackets WITH COMPANY LOGO AS PER SAMPLE</p>	<p>EN 471, ANSI/ISEA 107, (ANSI) D6.1-1-1971. EU Directive 89/686/EEC, Class 3/Level 2. Type R.</p>	
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## 8. Ear Plugs AS PER SAMPLE

QTY 200 PCS

Ear Plugs with Cord	EN-352	<table><tr><td>Available with cord</td><td>✓</td></tr><tr><td>Moisture Resistant</td><td>x</td></tr><tr><td>Compatible with other PPE</td><td>✓</td></tr><tr><td>Reusable</td><td>x</td></tr><tr><td>Metal Detectable</td><td>x</td></tr><tr><td>Slow recovery foam</td><td>✓</td></tr><tr><td>No roll down required</td><td>x</td></tr></table>	Available with cord	✓	Moisture Resistant	x	Compatible with other PPE	✓	Reusable	x	Metal Detectable	x	Slow recovery foam	✓	No roll down required	x
Available with cord	✓															
Moisture Resistant	x															
Compatible with other PPE	✓															
Reusable	x															
Metal Detectable	x															
Slow recovery foam	✓															
No roll down required	x															



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## FORM- A

### MANDATORY REQUIREMENT ELIGIBILITY EVALUATION CRITERIA

The bidders shall be required to provide the following documents which are mandatory along with the technical proposal: -

1. CNIC (Copy)
2. Receipt of purchase of Bidding Documents
3. Bid Security as Bank Guarantee (Original and photocopy)  
(placed inside the envelope of Technical Proposal)
4. Non-Blacklisting Certificate on a stamp paper duly attested by the Oath Commissioner
5. Income Tax Certificate
6. Sales Tax Certificate
7. Manufacture/Supplier/Reseller/Importers/Exporters Certificate (Latest/Valid) in favor of the Bidder
8. Bidding Documents attested by the authorized representative of the Firm /Bid
9. Application/Technical & Financial Proposal on the Letter Head of the Bidder (Company or Firm) with Address, Contact No. etc.
- 10.
11. Authorization of person representing on behalf of the Bidder.

**Signature:** .....

**Firm:** .....

**(Stamp):** .....

**Address:** .....

**Witness:**  
**Name:** .....

**Signature:** .....



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Address: .....

## FORM-B

### TECHNICAL PROPOSAL

Date of Opening: 28.03.2022

Specifications Required (By the procuring agency)			Specifications Offered (By the Bidder)
Sr.	Items	Specifications	
1	Safety Helmets (COMBO)	As provided in the Annex-A to the Bidding Documents	
2	Safety Helmets (General Purpose)		
3	Safety Glasses		
4	Safety Goggles (Eye Wear)		
5	Safety Shoes		
6	Coverall / Uniforms		
7	Reflective Jackets		
8	Ear Plugs		

It is confirmed that we have inspected the samples of above items made available by PTPL.

It is certified that the stores to be supplied shall be in conformity with the above-mentioned specifications.

Signature: .....

Name: .....

Firm: .....

Stamp: .....



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## FORM-C FINANCIAL PROPOSAL

**Name of Firm:** .....

**GST. #** .....

**Income Tax #** .....

**Name of Firm Owner/ Representative:** .....

Sr #	Description of Item	Quantity	Per Unit Cost in PKR (Inclusive of all Taxes)	Total Cost In PKR (Inclusive of all Taxes)	Remarks
1	Safety Helmets (COMBO)	10			
2	Safety Helmets (General Purpose)	100			
3	Safety Goggles	50			
4	Safety Glasses (Eye Wear)	100			
5	Safety Shoes	50			
6	Coverall / Uniforms	50			
7	Reflective Jackets	50			
8	Ear Plugs	200			

**Signature:** .....

**Name:** .....

**Stamp:** .....

**Date:** .....