



TELEPHONE
INDUSTRIES OF
PAKISTAN (PVT) LTD



A subsidiary of the National Radio & Telecommunication Corporation

TENDER NOTICE NO. 03 /2022.

Telephone Industries of Pakistan (pvt)Ltd, Haripur/Hazara intends to acquire the services of the following agents for the period of 3 years..

1. **Freight Forwarder** (Air Ports / Sea Ports) for shipment of TIP consignments from abroad up to Pakistan.
2. **Custom Clearing Agent** at Pakistan Sea Ports, Air ports/ Dry port for clearance of TIP's imported consignments.

Sealed bids are invited from well reputed Parties/firms (Active Tax payer) already engaged in Freight Forwarding services, and Custom Clearance Services, along with supporting documents showing their Financial/ Business standing volume and history of such jobs done by them, Income Tax and Sales Tax Registration number and certified/ Audited Accounts of last Year.

The Tender documents with terms and conditions can be downloaded from PPRA website (www.ppra.org.pk) and TIP website (www.tip.org.pk). The bidder have to pay Rs. 2000/- (Rupees two thousand only) as tender document fee (non-refundable) through Demand draft alongwith bid. Without Tender document Fee, the bid shall not be entertained.

Bid security amounting to Rs. 50,000/= (Rupees fifty thousand only) refundable, in shape of Demand Draft in favour of Telephone Industries of Pakistan Pvt Ltd Haripur should be provided with bid.

Sealed Bids addressed directly to "HOD Procurement Telephone Industries of Pakistan Pvt Ltd Khanpur Road Haripur (Hazara)", must reach on or before **10.05.2022 up to 11:00 Hrs** and will be opened on the same day at **11:30 Hrs** in TIP conference room in the presence of bidders or their authorized persons who like to attend.

Bid validity shall not be less than 90 days.

Taxes will be deducted from the payment while making payment to the firm as per prevailing Govt. rules.

Tip reserves the right to accept or reject bids as per PPRA rule 33(1).

(Amar Ali Khan)
HoD Procurement
Telephone Industries of Pakistan (Pvt) Ltd,
Khanpur Road, Haripur (Hazara)
Tel: 0995-627769
Email: procurement.officetip@gmail.com

**TERMS & CONDITIONS
FOR FREIGHT FORWARDER.**

1. The freight forwarder will be responsible for transportation of TIP's Air/Sea consignments through Pakistan National Flag carrier, Pakistan International Airlines, Pakistan National Shipping Corporation or through any other reputed Air/Sea service.
2. The freight forwarder will arrange safe and expeditious dispatch of all TIP cargo without any loss, damage, Misplacement, pilferage and deficiencies etc. Trans-shipment and part shipments shall not be made in normal circumstances.
3. The freight forwarder will deliver "the delivery order" at TIP premises of all the consignments within three days from the date of arrival of consignments in Pakistan.
4. The freight forwarder will tax to TIP without any delay, the airway Bill / B/L and relevant sheets of invoice etc to enable TIP to initiate customs clearance for the consignments.
5. The freight forwarder will help TIP and its agent, in locating its consignments at the airport / seaport custom warehouse houses.
6. In case of any damage, misplacement or loss of consignments, deficiencies in consignments. The freight forwarder will provide full assistance to TIP in filing and settlement of the claims with carrier and insurance company on priority basis.
7. The Principal forwarder (abroad) will provide AWB / BL consignments to local forwarder.
8. The freight will prepare House Airway bills / bill of lading with freight charges agreed upon and valid for airport / seaport to all Pakistan airport / seaport.
9. Conversion of air freight / sea freight charges, offered in foreign exchange to Pakistan Rupees shall be made as per Govt of Pakistan notified rates, applicable on the date of arrival of consignments in Pakistan.
10. The freight forwarder will deposit bank guarantee of Rs.100,000/-in favour of TIP from the date of agreement.
11. The terminal handling charges, delivery order charges, Karachi port surcharge, insurance charges in respect of container load consignments etc will be paid by forwarder and the same will be claimed from TIP against bill supported by original receipts and TIP will make payment only in Pak currency to the freight forwarder.
12. The rates once given shall be considered firm and final for three years.
13. Successful bidder has to make agreement for three years on stamp papers.
14. TIP reserves the right to accept / reject any or all the offers without assigning any reason.

PROFORMA FOR AIR FREIGHT RATES IN US DOLLAR.

Rates should be firm and final for the period of 3 years, no additional charges for any type will be considered.

Please quote rates as per below table.

DESTINATION	MIN RATE	UPTO 100KGS	101 TO 500 KGS	ABOVE 500 KGS
CHINA				
HONG KONG				
TAIWAN				
KOREA				
SINGAPORE				
JAPAN				
UAE				
GERMANY				
FRANCE				
ITALY				
SPAIN				
BELGIUM				
HOLAND				
AUSTRIA				
UK				
USA				
SWITZERLAND				
CROATIA				
MALAYSIA				
THAILAND				
SOUTH AFRICA				
AUSTRALIA				

PROFORMA FOR OCEAN FREIGHT RATES IN USD

Rates should be firm and final for the period of 3 years, no additional charges for any type will be considered.

Please quote rates as per below table.

DESTINATION	PCL 20FT	FCL 40 FT	PER METRIC TON
CHINA			
HONG KONG			
TAIWAN			
KOREA			
SINGAPORE			
JAPAN			
UAE			
GERMANY			
FRANCE			
ITALY			
SPAIN			
BELGIUM			
HOLAND			
AUSTRIA			
UK			
USA			
SWITZERLAND			
CROATIA			
MALAYSIA			
THAILAND			
SOUTH AFRICA			
AUSTRALIA			

PARTICULARS OF FIRM.

FIRM NAME : _____

FIRM ADDRESS (HEAD OFFICE): _____

PRINCIPAL / PRINCIPALS: _____

OFFICE AT ISLAMABAD AIR PORT: _____

IATA MEMBERSHIP CERTIFICATE: _____

LEGAL STATUS OF FIRM: _____

ISO CERTIFICATE : _____

AUTHORIZATION CERTIFICATE FROM PRINCIPAL: _____

FIRM INCOME TAX NO. _____

FIRM SALES TAX NUMBER: _____

BID EVALUATION CRITERIA

Following criteria will be adopted for evaluation of Freight forwarding Agent.

1: General Issues which include Following:

- a): Firm's status
- b): Firm's Commercial and Finance Standing.
- c): Current Business Activities.
- d): Other information such registration with Chamber of Commerce and Industries, registration with Government Authorities such as Pakistan Engineering Council, registration with Defense Organization , PIA, Atomic Energy Commission, HMC, HIT, etc.
- e): Sales Tax Registration Number.
- f): Income Tax Registration Number.
- g): Volume of such works done.

2. Technical Issues which Include Following:

- a). Relevant experience & past performance.
- b). Capabilities in respect to personal & equipment.
- c). Appropriate managerial capabilities.
- d). Efficiency of services.
- e). Availability of efficient service to meet requirements of TIP.
- f). Any other factor that TIP may deem relevant.

3. Previous performance.

The evaluation of previous agent will be considered on the basis of their previous performance , in case those are found not satisfactory due to clearance of consignment with in free period which caused demurrage charges due to lack of interest on their parts will not be considered for evaluation.

4. Lowest evaluated bid.

Note: All bidders must submit these documents for evaluation.

TERMS & CONDITIONS
(FOR CUSTOM CLEARANCE ON AIR PORTS)

1. SCOPE OF WORK (Custom Clearance).

The contractor shall do promptly and to the entire satisfaction of the TIP, all work entrusted to them in connection with the customs Air port clearance of overseas consignments which after clearance, he shall deliver safely all consignments up to TIP Haripur from Airport.

2. PAYMENT.

The customs dues will be paid by the Telephone Industries of Pakistan (pvt) Ltd. Haripur against production of bill of entry. Carriage charges according to market rates from Airport to TIP Haripur will be paid by the contractor on behalf of TIP and shall be claimed for reimbursement of the vouchers along with commission charges bill.

3. CASH SECURITY / PERFORMANCE BOND..

A Cash Security in shape of Demand Draft amounting to Rs.100,000/- in favour of Telephone Industries of Pakistan Pvt Haripur will be deposited by the contractor as performance guarantee.

4. The contractor shall not transfer or sublet this contract to any contractor/agent without the prior consent in writing of TIP Management.

5. SAFETY.

The contractor shall be responsible for the safe custody and delivery of store to TIP from Airport after clearance. Any losses, damages occurring to these stores while handling at Airport by his staff for transit or under his safe custody at Airport would be recoverable from the bills of contractor or from the security deposited by the contractor.

6. The contractor shall maintain complete and updated record of accounts separately for each consignments cleared by him together with corresponding vouchers (where specified) and will submit as soon as possible after clearance. The contractor's bills will show the following particulars:-

- a): Bill of Entry No. / BL No./AWB No
- b): No. of packages.
- c): TIP Order No.
- d): Invoice No and Date.
- e): Gross Weight/ Volume of each consignment.
- f): Value of each consignment.

7. In the event of any difference regarding interpretation of any clause of this agreement, the contractor shall accept the decision of the HoD Procurement TIP Haripur as final and binding on him.
8. The contractor shall submit the receipts of Customs dues within 2 days from the date of payment where the payment of dues is the responsibility of TIP.

9. All the consignments shall be cleared by the contractor within free period in case complete shipping documents are handed over to him in time.
10. The contractor will clear the goods which had gone under demurrage due to late receipt of the shipping documents as quickly as possible and period of clearance in such cases will not be more than 10 working days.
11. Income Tax and other Taxes as prescribed the Govt. from time to time will be deducted from the contractor's bill.

TERMS & CONDITIONS
(FOR CUSTOM CLEARANCE ON DRY/SEA PORTS)

1. SCOPE OF WORK (Custom Clearance).

The contractor shall do promptly and to the entire satisfaction of the TIP, all work entrusted to them in connection with customs Airport clearance of overseas consignments which after custom clearance he shall deliver safely all consignments up to TIP Haripur from Dry port / Sea Port.

2. PAYMENT.

The customs dues will be paid by the Telephone Industries of Pakistan (pvt) Ltd. Haripur against production of bill of entry. Carriage Charges according to market rates from Airport to TIP Haripur will be paid by the contractor on behalf of TIP and shall be claimed by him for the reimbursement of the vouchers along with the commission charges bill.

3. The contractor shall not transfer or sublet this contract to any contractor/agent without prior consent in writing of TIP Management.

4. SAFETY

The contractor shall be responsible for the safe custody and delivery of stores to TIP from Dry Port / Sea Port after clearance. Any losses damages occurring to these stores while handling at Dry / Sea Port by his staff for transit or under his safe custody at Dry / Sea Port would be recoverable from the bills of contractor or from the security deposited by the contractor.

5. The contractor shall maintain complete and up to date record of accounts separately for each consignments cleared by him together with corresponding vouchers (where specified) and will submit as soon as possible after clearance. The contractor's bills will show the following particulars:-

- a: Bill of Entry No. / BL No./AWB No
- b): No. of packages.
- c: TIP Order No.
- d: Invoice No and Date.

e: Gross Weight/Volume of each consignment.

f: Value of each consignment.

6. The contractor will deal with TIP staff with courtesy and in an orderly and disciplined manner. In case of any complaint in respect of discipline or misbehavior or contractor's part or on the part of his staff, TIP will be entitled to forfeit part or full amount of security deposited and in addition, terminate the contract without assigning any reason.
7. In the event of any difference regarding interpretation of any clause of this agreement, the contractor shall accept the decision of the HoD Procurement TIP Haripur as final and binding on him.
8. The contractor shall submit the receipts of Customs dues within 2 days from the date of payment where the payment of dues is the responsibility of TIP.
9. All the consignments shall be cleared by the contractor within free period in case complete shipping documents are handed over to him in time.
10. The contractor will clear the goods which had gone under demurrage due to late receipt of the shipping documents as quickly as possible and period of clearance in such cases will not be more than 10 working days.
11. Income Tax and other Taxes as prescribed the Govt. from time to time will be deducted from the contractor's bill.
12. The contractor will be responsible to forward the empty containers to Karachi and container must reach within one week from the date of destuffing at TIP Haripur.
13. For Dry port consignment (C&F), the agent must use FBR authorized bonded carrier from Seaport Karachi/ Port Muhammad Bin Qasim to Dry port Islamabad.

14. ARBITRATION.

That in case of any dispute OR difference between the parties OR their successors in interest and assigns, arising out of this contract OR in the interpretation of any term OR clause of this contract, the matter shall be referred by either of the parties to this contract for the Arbitration to the sole agreed arbitrator i-e, HoD Procurement TIP Haripur, whose decision shall be final and binding on both the parties and shall not be questionable before any forum OR court of Law. For the purpose of arbitration the provisions of arbitration act 1940 shall be applicable.

PROFORMA FOR RATES (AIR PORTS).

OFFERED RATES

1. Value upto	Rs.25,000/-	-----
2. Value upto	Rs. 50,000/-	-----
3. Value upto	Rs. 1 Lac	-----
4. Value upto	Rs. 5 Lac	-----
5. Value upto	Rs. 1 Million	-----
6. Value exceeding	Rs.1 upto 2 Million	-----
7. Value exceeding	Rs.2 upto 3 Million	-----
8. Value exceeding	Rs.3 upto 4 Million	-----
9. Value exceeding	Rs.4 upto 5 Million	-----
10. Value exceeding	Rs.5 upto 6 Million	-----
11. Value exceeding	Rs.6 upto 7 Million	-----
12. Value exceeding	Rs.7 upto 8 Million	-----
13. Value exceeding	Rs.8 upto 9 Million	-----

14. Bill amount will not exceed Rs.-----for value exceeding Rs. 9/- Million.

15. Minimum charges Rs.-----Per consignments.

16. Service charges for release of Post dated Cheques along with Indemnity bonds OR Bank Guarantees Rs. ----- Each cheque/Bank Guarantee.

The rates are firm and final for the whole period of the agreement. The above rates do not include the following:

a). custom Duty.

b).sale Tax.

c). Income Tax.

d). Storage Charges.

Storage charges (if occurred due to late receipt of documents, completion of custom formalities for duty assessment or any other reason and satisfactory explanation should be given by the clearing agent to justify the charges.

A Proforma (copy attached) should be filled in by the clearing agent at the time of submission of their monthly bills entering details of all consignments of which storage/ demurrage/ penalties charges etc. have been paid fixing the responsibility of delay, if the delay is on the part of the clearing agents, the same will be borne by the agent. The storage / demurrage charges will be paid by agent and shall be claimed by him for reimbursement along with their commission charges bill.

e). Rehabilitation Tax.

f). Truck Freight charges.

g). Heavy Repairs to the packing of consignments with prior permission TIP

h). Fork Lifter against receipts.

i). C.C.A

PRORMA FOR RATES (DRY/SEA PORTS).

1. COMMISSION CHARGES ON CIF VALUE.

- a. Minimum Per Consignment Rs. -----
- b. Value upto 01 Lac Rs. -----
- c. Value exceeding 01 Million. Rs. -----
- d. Value exceeding 02 Millions. Rs. -----
- e. Bill amount will not exceed Rs. -----
(Value exceeding Rs. 5 Millions).

2. LOADING / UNLOADING AND FORWARDING CHARGES WILL BE PAYABLE IF APPLICABLE.

- a. Minimum charges Rs. -----
- b. Loading / Unloading Per Ton M3 Rs. -----
- c. Loading / Unloading of 20 ft contr. Rs. -----
- d. Loading / Unloading of 40 ft contr. Rs. -----
- e. TRANS-SHIPMENT CHARGES Rs. -----

The rates are firm and final for the whole period of the agreement. The rates do not include the following:

- a. Custom Duty.
- b. Sales Tax.
- c. Income Tax.
- d. Storage.

Storage / demurrage charges(if occurred due to late receipt of documents, completion of custom formalities for duly assessment or any other reason and satisfactory explanation is given by the clearing agent to justify the charges.

A proforma (copy attached) should be filled in by the clearing agent at the time of submission of their monthly bills entering details of all consignments of which storage/demurrage/penalties Charges etc have been paid fixing the responsibility of delay. If the is on the parts of clearing agents, the same will be borne by them. The storage/demurrage charges will be paid by agent and shall be claimed by him for reimbursement along with their commission charges bill.

- a. Rehabilitation Tax.
- b. Truck freight charges.
- c. Heavy repairs to the packing of consignments with prior permission of TIP.

PARTICULARS OF FIRM.

FIRM NAME.
(HEAD OFFICE).

PRINCIPAL/PRINCIPALS.

OFFICE AT ISLAMABAD AIRPORT

IATA MEMBERSHIP CERTIFICATE

LEGAL STATUS OF FIRM

ISO CERTIFICATE

AUTHORIZATION CERTIFICATE
FROM PRINCIPAL

FIRM INCOME TAX NO.

FIRM SALES TAX NO.

BID EVALUATION CRITERIA

Following criteria will be adopted for evaluation of custom clearance agent.

1: General Issues which include Following:

- a): Firm's status
- b): Firm's Commercial and Finance Standing.
- c): Current Business Activities.
- d): Other information such registration with Chamber of Commerce and Industries, registration with Government Authorities such as Pakistan Engineering Council, registration with Defense Organization , PIA, Atomic Energy Commission, HMC, HIT, etc.
- e). Sales Tax Registration Number.
- f). Income Tax Registration Number.
- g). Volume of such works done.

2. Technical Issues which Include Following:

- a). Relevant experience & past performance.
- b). Capabilities in respect to personal & equipment.
- c). Appropriate managerial capabilities.
- d). Efficiency of services.
- e). Availability of efficient service to meet requirements of TIP.
- f). Any other factor that TIP may deem relevant.

3. Previous performance.

The evaluation of previous agent will be considered on the basis of their previous performance , in case those are found not satisfactory due to clearance of consignment with in free period which caused demurrage charges due to lack of interest on their parts will not be considered for evaluation.

4. Lowest evaluated bid.

Note: All bidders must submit these documents for evaluation.