Standard Bidding Document

Provision of 26 Private Armed Security Guards (Ex-servicemen) and 02 security supervisors (Ex-servicemen) At PAA Parachinar Airport. (Non-Consultancy Services)

National

Single Stage-Two Envelope

October 01, 2026

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PROCUREMENT NOTICE

PROCUREMENT OF NON-CONSULTANCY SERVICES

1. The **HR Section Bacha khan International Airport (Pakistan Airports Authority)** has reserved Funds for the procurement planned for FY **2026-27**. The **HR Section Bacha khan International Airport (Pakistan Airports Authority)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Provision of 26 Private Armed Security Guards (Ex-servicemen) and 02 security supervisors (Ex-servicemen) At PAA Parachinar Airport.**" with the reference of **"P139413 "**

2. The **HR Section Bacha khan International Airport (Pakistan Airports Authority)** invites Bids through **EPADS v2.0** from eligible Bidders registered on **EPADS v2.0** for provision of Non-Consultancy Services.

3. **Single Stage-Two Envelope** Procedure of Principal Method of Procurement (i.e. Open Competitive Bidding) will be used by adopting **Least Cost Based Selection (LCBS)**Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, and Instructions issued by the Authority (from time to time).

4. All Bids must be accompanied by a Bid Security described in Bid Security Section in Bidding Document in the form of **Pay Order, Call at Deposit, Bank Guarantee** or Bid Securing Declaration on the prescribed format described.

5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **https://epads.gov.pk/opportunities/federal/procurements/139413**.

6. The e-bids, prepared in accordance with the instructions in the e-Bidding documents, must be submitted through **EPADS v2.0** on or before **Tuesday, October 27, 2026 11:00 AM**. E-bids will be opened on the same day at **Tuesday, October 27, 2026 11:30 AM**. Manual submission of Bids shall not

be entertained. Those vendors who have not yet registered on the new version of **EPADS v2.0,** may register themselves on **https://vendors.epads.gov.pk/**. A tutorial to explain the registration process is available at **https://www.youtube.com/watch?v=MNW6T38v7tc**

7. In terms of Rules 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and also available on **EPADS v2.0** as well as Authority's website at (**www.ppra.org.pk**).

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Instructions to Bidders

A. Introduction

1. **Scope of Bids**

1.1. The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids through **EPADS v2.0** for the provision of Non-Consultancy Services for as specified in the BDS and **in Section Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. **Single Stage-Two Envelope** procedure of the open competitive method shall be used. The successful Bidders will be expected to provide the services within the specified period and timeline(s) as stated in the **BDS**.

2. **Source of Funds**

2.1. Source of funds is referred in Clause-1 of Invitation for Bids.

3. **Fraudualent & Corrupt Practices**

3.1. As defined under Rule 2(1)(f) of the Public Procurement Rules, 2004.

4. **Eligible Bidders**

4.1. A bidder is eligible to participate in a procurement process if the bidder:

4.1.1. possesses or has access to the technical competence, financial resources, equipment and other physical facilities, personnel, managerial capability, experience and reputation necessary to complete the procurement contract;

4.1.2. has the legal capacity to enter into a procurement contract;

4.1.3. is not insolvent, in receivership, bankrupt or being wound up and its activities or affairs are not suspended or being administered under any Act, by a court or by a judicial officer;

4.1.4. is not the subject of legal proceedings for any of the matters mentioned in sub-rule (c);

4.1.5. has fulfilled or has made substantial arrangements satisfactory to the relevant authorities, to fulfil its obligations to pay taxes and social security (where applicable) other contributions of its employees; and

4.1.6. has not, or in the case of a company, its owners and beneficial owners, directors or officers have not, been convicted of a criminal offence related to:

4.1.6.1. its professional conduct; or

4.1.6.2. a bidder (or, in the case of a company, its key individuals such as owners, beneficial owners, directors, or officers) must not have engaged in any prohibited practice, such as fraud, corruption, collusion, or coercion, within the time period stated in the bidding documents, which can be up to three years before the start of the procurement process. Additionally, the bidder must not have been debarred (i.e., banned) from participating in public procurement processes in Pakistan or by any international organization or country. If they have, they are ineligible to participate in the current bidding.

4.2. The procuring agency may require a bidder participating in the procurement process to provide the prescribed documentary evidence or other information to satisfy itself that the bidder is qualified in accordance with the criteria in sub-clause (1).

4.3. A procuring agency shall set out in the bidding document all the criteria for qualification to be applied in accordance with sub-clause (1).

4.4. Except as permitted under the Ordinance, Rules and Regulations, the procuring agency shall not establish a criterion for eligibility of a bidder that:

4.4.1. discriminates against or among a bidder or against categories of bidders; or

4.4.2. is not required for the performance of the procurement contract; or

4.4.3. is not related to the avoidance or management of legal, reputational or economic risk to the procuring agency unless it is in the national interest to do so, and the criteria is set out in the bidding documents.

4.5. A procuring agency shall assess the eligibility of a bidder for participation in the procurement process against the criteria for qualification under sub-clause (1).

4.6. In the case of a joint venture, consortium, or association, all members shall be jointly and severely liable for the execution of the contract in accordance with the terms and conditions of the contract. The joint venture, consortium, or association shall nominate a lead member as nominated in the BDS,

4.7. who shall have the Authority to conduct all business for and on behalf of any and all the members of Joint venture, consortium, or association during the bidding process, and in case of award of contract, during the execution of the contract.

4.8. The appointment of the lead Member in the joint venture, consortium, or association shall be confirmed by submission of valid power of Attorney to the procuring agency.

4.9. Subject to the limits specified in the BDS, the procuring agency may allow bidders to participate in the form of a Joint Venture (JV). However, each party in the JV must individually meet the eligibility criteria specified in the BDS

4.10. No Bidder can be a sub-contractor while submitting a Bids individually or as a member of a joint venture in the same Bidding process.

5. **Qualification of the Bidder**

5.1. All Bidders shall provide in Section VI, Bid Forms, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.

B. Bidding Documents

6. **Contents of Standard Bidding Document**

6.1. The Services required, bidding procedure, and terms and conditions of the contract are prescribed in the bidding document. In addition to the Invitation for Bids, the bidding document which should be read in conjunction with any addendum issued by the Procuring Agency include:

Section I -Invitation to Bid
Section II Instructions to Bidders (ITB)
Section III Bid Data Sheet (BDS)
Section IV Eligible Countries
Section V Evaluation Criteria, Specifications, Schedule of Requirements, and Technical Specifications.
Section VI Bidding Forms
Section VII Fraudaulent & Corrupt Practices
Section VIII – Material & Non-material deviation
Section IX General Conditions of Contract (GCC)
Section X Special Conditions of Contract (SCC)
Section XI Contract Forms

6.2. The Bidder is expected to examine all instructions, requirements, forms, terms and specifications in the bidding documents. Failure to furnish all the information required in the bidding document will be at the Service provider’s risk and may result in the rejection of his bids.

7. **Clarifications**

7.1. Clarifications of the bidding documents may be requested in writing through EPADS v2.0 by any bidder up to three days prior to the deadline for the submission of bids.

The procuring agency shall respond promptly and in writing to any request by a bidder for clarification of the bidding documents and, in any event, no later than two days prior to the deadline for the submission of bids or proposals.

Responses to requests for clarification shall be communicated simultaneously and in writing to all bidders participating in the procurement proceedings.

No bidder shall be allowed to alter or modify his bid after the bids have been opened however, the procuring agency may seek and accept clarification to the bid that do not change the substance of the bid, through EPADS v2.0.

7.2. Procuring Agency's response will be uploaded on the EPADS v2.0, including a description of the inquiry.

7.3. Should the Procuring Agency deem it necessary to amend the bidding document as a result of a clarification, it shall do so following the procedure under **ITB 1.1.**

7.4. If indicated **in the BDS**, the bidder's designated representative is invited at the bidder's cost to attend a pre-bid meeting at the place, date and time mentioned **in the BDS**. During this pre-bid meeting, prospective bidder(s) may request clarification(s) regarding the schedule of requirements, the Evaluation Criteria or any other aspects of the bidding document.

7.5. Minutes of the pre-bid meeting, if applicable, including the text of the questions asked by bidders, and the responses given, together with any responses prepared after the meeting will be uploaded on EPADS v2.0. Any modification to the bidding document that may become necessary as a result of the pre-bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum.

7.6. To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its bid including breakdown of prices, through EPADS v2.0. Any clarification submitted by a bidder that is not in response to a request by the Procuring Agency shall not be considered.
No change in the prices or substance of the bid shall be sought, offered, or permitted.
The alteration or modification in the bid which in any way affect the following parameters will be considered as a change in the substance of a

bid:

7.6.1. evaluation & qualification criteria;

7.6.2. required scope of work or specifications;

7.6.3. all securities requirements;

7.6.4. tax requirements;

7.6.5. terms and conditions of bidding documents; and

7.6.6. change in the ranking of the bidders.

From the time of bid(s) opening to the time of contract award, if any bidder wishes to contact the procuring agency on any matter related to the bid, it should do so in writing or through electronic form that provides record of the content of communication.

8. **Amendment of Bidding documents**

8.1. Before the deadline for submission of bids, the procuring agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder or pre-bid meeting may modify the bidding documents by issuing addendum.

8.2. Any addendum issued including the notice of any extension of the deadline shall be part of the bidding document and shall be uploaded on EPADS v2.0 as well as Authority's website. The procuring agency shall promptly publish the addendum at the procuring agency's website indicated in the **BDS**:

Provided that the bidder who had either already submitted his bid, shall have the right to withdraw his already submitted bid and submit the revised bid, prior to the original or extended bid submission deadline.

8.3. To give prospective bidders reasonable time in which to take an addendum/corrigendum into account in preparing their bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of bids:

Provided that the Procuring Agency shall extend the deadline for submission of bids, if such an addendum is issued within last three (03) days of the bid submission deadline.

C. Preparation of Bids

9. Documents Constituting the Bids

9.1. The bids prepared by the bidders shall constitute the following components: -

9.1.1. Forms of bid and Bid Prices completed in accordance with ITB BDS, GCC and SCC;

9.1.2. Documentary evidence established in accordance with BDS that services to be provided by the bidder are eligible services, and conform to the bidding documents;

9.1.3. Documentary evidence established in accordance with BDS that the bidder is eligible and/or qualified for the subject bidding process;

9.1.4. Documentary evidence established, that the bidder has been authorized to provide the services;

9.1.5. Bid security or Bids Securing Declaration furnished in accordance with BDS; and

9.1.6. Any other document required in the BDS.

10. **Documents Establishing Eligibility of the Services and Conformity to bidding documents**

10.1. To establish the conformity of the Non-Consulting Services to the Bidding document, the bidder shall furnish as part of its bid the documentary evidence that services provided conform to the requirements.

10.2. Standards for the provision of the Non-Consulting Services are intended to be descriptive only and not restrictive.

11. **Documents Establishing Eligibility and Qualification of the Bidder**

11.1. Pursuant to BDS, the bidder shall furnish, as part of itsbid, all those documents establishing the bidder's eligibility to participate in the bidding process and/or its qualification to perform the contract if its bid is accepted.

11.2. The documentary evidence of the bidder's eligibility to bids shall establish to the satisfaction of the procuring agency that the bidder, at the time of submission of its bid, is from an eligible country as defined in Section-IV titled as "Eligible Countries".

11.3. The documentary evidence of the bidder's qualifications to perform the contract if its bid is accepted shall establish to the satisfaction of procuring agency that:

11.3.1. the bidder has the financial, technical, and supply/production capability necessary to perform the Contract, meets the qualification criteria specified in BDS.

11.3.2. that the bidder meets the qualification criteria listed in the Bids Data Sheet.

12. **Form of Bid**

12.1. **The bidder shall fill the Form of Bid furnished in the bidding documents. The Bid Forms must be completed without any alterations to its format and no substitute shall be accepted.**

13. **Bids Prices**

13.1. The Bids Prices quoted by the bidder in the Forms of Bid and in the price schedule shall conform to the requirements specified or exclusively mentioned hereafter in the bidding document.

13.2. All items in the Schedule of Requirements must be listed and priced separately in the Price Schedules. If a Price Schedule shows items listed but not priced and neither explicitly mentioned, their prices shall be construed to be included in the prices of other items.

13.3. The Bid price to be quoted in the Forms of Bid shall be the total price of the bid, excluding any discounts offered.

13.4. The bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total bid price of the services, it proposes to provide under the contract.

13.5. Prices quoted by the bidder shall be fixed during the currency of the contract and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and shall be rejected, unless otherwise price adjustment is permissible under Conditions of the Contract. (May be reviewed)

14. **Price Adjustment**

14.1. Price adjustment shall not be applicable.

14.2. Procuring agency may increase the remuneration of the human resources involved in non-consultancy services on annual basis as per agreement.

14.3. **Procuring agency shall incorporate the provisions to allow wage rate in compliance with Federal Government's minimum wage notification, subject to the applicability in that case.**

15. **Bids Currencies**

15.1. Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS.

16. **Bid Validity Period**

16.1. Bid(s) shall remain valid for the period specified in the BDS after the bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of bid validity will be determined from the complementary bid securing instrument i.e. the expiry period of bid security or bid securing declaration as the case may be.

17. **Bid Security or Bid Securing Declaration**

17.1. Unless otherwise specified in the BDS, the bidder shall furnish as part of its bid, in the amount and currency specified in the BDS or Bid Securing Declaration on the format provided in Section VI (Bid Forms) The scanned copy of the Bids Security shall be uploaded in the EPADS v2.0 while submitting bid, whereas the original forms of Bid Security shall be submitted to the procuring agency before the bid submission deadline. The bidder who failed to submit the original bid security before the submission deadline shall be disqualified straightaway.

17.2. The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture.

17.3. The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in BDS, GCC and SCC are invoked.

17.4. Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible after the award of contract, however in no case later than thirty (30) days after the expiration of the period of Bid Validity prescribed by the Procuring Agency. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, whichever of the following that occurs earliest:

17.4.1. the expiry of the Bid Security;

17.4.2. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the bidding document;

17.4.3. the rejection by the Procuring Agency of all Bids;

17.4.4. the withdrawal of the Bid prior to the deadline for the submission of bids, unless the bidding document stipulate that no such withdrawal is permitted.

17.5. The Bid Security may be forfeited or the Bid Securing Declaration executed:

17.5.1. if a bidder:

17.5.1.1. withdraws its bid during the period of bid validity as specified by the Procuring Agency, and referred by the bidder in the Forms of Bid, except as provided for in the ITBs; or

17.5.1.2. does not accept the correction of errors, or

17.5.2. in the case of a successful bidder fails:

17.5.2.1. **to sign the contract in accordance with SCC; or**

17.5.2.2. **to furnish Performance Guarantee in accordance with BDS and SCC.**

17.6. **The bid security shall be valid for a period specified in BDS. Bids with shorter bid security validity period shall be rejected straight away.**

18. **Alternative Bids by Bidders**

18.1. Alternatives will not be considered, unless specifically allowed for in the BDS.

18.2. When alternative times for completion are explicitly invited, a statement to that effect will be included in the BDS and the method of evaluating different time schedules will be described in Evaluation and Qualification Criteria.

19. **Withdrawal, Substitution, and Modification of Bids**

19.1. Before Bids submission deadline, any bidder may withdraw, substitute, or modify his bid after it has been submitted.

20. **Format and Signing of Bids**

20.1. The bidder shall prepare and submit his bid with due diligence after carefully reading all the terms and conditions before submission through

EPADS v2.0.

20.2. Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person(s) signing the forms of bid.

D. Submission of Bids

21. **Submission of Bids through EPADS v2.0 before Dead deadline**

21.1. The Technical and Financial Bids as the case may be, shall be submitted in the due portion of the EPADS v2.0, before bid submission deadline. The bid submission option shall be automatically disabled once the deadline is over.

21.2. The Procuring Agency may, under exceptional circumstances and at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents. In such a case, all rights and obligations of the Procuring Agency and the Bidders that were previously subject to the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

22. **Opening & Evaluation of Bids by the Procurement Cell/Evaluation Committee**

22.1. The Procuring Agencies to constitute odd number Bid Evaluation Committee for the purpose of bid opening and evaluation of all procurements. As per Rules 29 & 30 of Public Procurement Rules, 2004,
The Procuring Agencyis required to establish a Procurement Cell/Evaluation Committee which shall Evaluate the Bids inaccordance with the evaluation criteria, terms and conditions given in the bidding documents.

23. **Opening of Bids**

23.1. The Bid Evaluation Committee of the Procuring Agency will open all bids through EPADS, in the presence of bidders' or their representatives who

choose to attend, and other parties with a legitimate interest in the bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign attendance sheet as proof of their attendance.

23.2. The bids shall be opened one at a time, and the following read out and recorded: (a) the name of the bidder; (c) the presence of a bid security, if required; and (d) any other details as the procuring agency may consider appropriate.

23.3. No bid will be rejected at the time of bid opening except for bids whose bid security has not been provided to the procuring agency before submission deadline**.**

23.4. The procuring agency shall prepare minutes of the bid opening. The record of the bid opening shall include, as a minimum: the name of the bidder and the bid price, if applicable.

24. **Confidentiality**

24.1. Information relating to the examination, clarification, evaluation and comparison of bids and recommendation of contract award shall not be disclosed to bidders or any other person(s) not officially concerned with such process, until the time of the announcement of the respective evaluation report.

24.2. Any effort by a bidder to influence the procuring agency processing of bids or award decision may result in the rejection of his bid.

25. **Preliminary Examination of Bids**

25.1. Prior to the detailed evaluation of bids, the procuring agency will determine whether each bid:

25.1.1. meets the eligibility criteria defined in **BDS**;

25.1.2. has been prepared as per the format and contents defined by the procuring agency in the bidding document;

25.1.3. is accompanied by the required securities; and

25.1.4. is substantially responsive to the requirements of the bidding document.

25.2. The procuring agency will confirm that the documents and information specified under **BDS, GCC and SCC** have been provided in the bids. If any of these documents or information is missing, or is not provided in accordance with the Instructions to Bidders, the bids shall be rejected.

25.3. If a bid is not substantially responsive, it will be rejected by the procuring agency and may not subsequently be evaluated for complete technical responsiveness.

26. **Examination of Terms and Conditions, Technical Evaluation**

26.1. The procuring agency shall evaluate the technical aspects of the bids submitted in accordance with **BDS,** to confirm that all requirements specified in **Evaluation Criteria, Technical Specifications and Schedule of Requirements**, prescribed inthe bidding document have been met without material deviation or reservation.

26.2. If after the examination of the terms and conditions and the technical evaluation, the procuring agency determines that the bid is not substantially responsive in accordance with BDS**,** it shall reject the bids.

27. **Correction of Errors**

27.1. Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

27.1.1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the procuring agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;

27.1.2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and

27.1.3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.

27.1.4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Forms of bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2. The amount stated in the bid will be adjusted by the procuring agency in accordance with the above procedure for the correction of errors and, with the concurrence of the bidder that shall be considered as binding upon the bidder. If the Bidder does not accept the corrected amount, his bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed.

28. **Conversion to Single Currency**

28.1. As per Rule 30 of Public Procurement Rules, 2004.

29. **Evaluation of Bids**

29.1. The procuring agency shall evaluate bids in accordance with Rule 30 of Public Procurement Rules, 2004 and compare only those bids determined to be substantially responsive.

29.2. In evaluating the Technical Bids of each Bidder, the Procuring Agency shall apply the evaluation criteria and methodologies specified in the Bid Data Sheet (BDS) and in accordance with the Statement of Requirements and Technical Specifications. No other evaluation criteria or methodologies shall be permitted.

29.3. In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS. However, in no case the rates shall be higher than the original financial bids.

29.4. The Procuring agency evaluation of a bid will take into account:

29.4.1. the bid price, excluding provisional sums and the provision, if any, for contingencies in the summary bill of quantities, but including day work items, where priced competitively;

29.4.2. price adjustment for correction of arithmetic errors in accordance with **ITB 6;**

29.5. converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with **ITB 7**;

29.6. The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in bid evaluation.

29.7. If these bidding documents allow bidders to quote separate prices for different lots, and the award to a successful bidder of multiple lots, the methodology of evaluation to determine the lowest evaluated lot combinations in the Form of Bid, is specified in the **BDS.**

30. **Determination of Most Advantageous Bids**

30.1. Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the **BDS** or prescribed in the separate section titled as Evaluation Criteria.

31. **Abnormally Low Financial Bids**

31.1. Procuring agency may reject a bid if it has determined that the price, in combination with other constituent elements of the bid, is abnormally low in relation to the subject matter of the procurement, such that it raises material concerns on the part of the procuring agency, as to the ability of the bidder to perform the procurement contract satisfactorily for the offered price.

A procuring agency shall not reject a bid as abnormally low under sub-clause (1) above unless the procuring agency –

31.1.1. requested in writing through EPADS from the bidder a written clarification of his bid, including a detailed price analysis of his bid price in relation to the subject matter of the procurement contract, scope, methodology, schedule, allocation of risks and responsibilities and any other requirements of the bidding document; and

31.1.2. having taken account, the information provided by the bidder in response to a request under paragraph (a) and the information included in the bid, the procuring agency determines that the bidder has failed to demonstrate its ability to perform the procurement contract satisfactorily for the offered price.

The procuring agency shall promptly communicate to the bidder concerned its decision to reject the bid, including the reasons for the decision.

32. **Rejection of Bids**

32.1. As per Rule 33 of the Public Procurement Rules, 2004

33. **Single Responsive Bid**

33.1. The procuring agency may consider single responsive bid subject to underlying conditions of Rule 38(b) of the Public Procurement Rules, 2004.

34. **Arbitration**

34.1. As per Rule 49 of Public Procurement Rules, 2004.

F. Award of Contract

43. **Criteria of Award**

43.1. The procuring agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding document and who has been declared as most advantageous Bid.

44. **Procuring Agency's Right to reject All Bids**

44.1. The procuring agency reserves the right to reject all the Bids and to annul the procurement process at any time prior to acceptance of the bid(s), without thereby incurring any liability to the affected bidder(s).

44.2. Notice of the rejection of all bids shall be given promptly to all bidders that have submitted the bids. The procuring agency shall upon request communicate to any bidder the grounds for the rejection of his bid, but is not required to justify those grounds.

45. **Notification of Award**

45.1. Prior to the award of contract, the procuring agency shall issue a Final Evaluation Report giving justification for acceptance or rejection of the bids.

45.2. Bidder whose bid has been accepted, will be notified for the award by the Procuring Agency prior to expiration of the Bid Validity period through EPADS. The Letter of Acceptance will state the sum that the procuring agency will pay the successful bidder in consideration for the execution of the scope of works as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

45.3. The notification of award will constitute the formation of the Contract, subject to the condition that bidder furnish the Performance Guarantee and signing of the contract.

46. **Signing of Contract**

46.1. Promptly after notification of award, Procuring Agency shall send the successful bidder the draft agreement, incorporating all terms and conditions as agreed by the parties to the contract. The successful bidder and the procuring agency shall sign the contract.

47. **Performance Guarantee**

47.1. After the receipt of the Letter of Acceptance, the successful bidder, within the specified time, shall deliver to the Procuring Agency a Performance Guarantee in the amount and in the form stipulated in the **BDS**

and SCC, denominated in the type and proportions of currencies in the Letter of Acceptance and in accordance with the Conditions of Contract.

47.2. Failure of the successful bidder to comply with the requirement of **BDS, SCC and GCC** shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the procuring agency may make the award to the next ranked bidder or call for new bids.

48. **Corrupt & Fraudulent Practices**

48.1. Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

G. Grievance Redressal & Complaint Review Mechanism

53. **Constitution of Grievance Redressal**

53.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) comprising of an odd number of persons with proper power and authorization to address the complaint. The GRC shall not have any of the members of Procurement Evaluation Committee.

54. **GRC Procedure**

54.1. Any aggrieved party or bidder as the case may be, may file grievance in accordance with Rule 48 of the Public Procurement Rules, 2004 and Redressal of Grievance Regulations, 2022

H. Blacklisting/ Debarment

55. **Procedure for Blacklisting/Debarment**

55.1. The procuring agency may initiate blacklisting proceedings against contractor/supplier in accordance with Rule-19 of the Public Procurement

Rules, 2004 , Mechanism for Blacklisting, Debarment Regulations, 2024 and Regulation on “procedure for filling and disposal of review petition under rule-19(3) of the Public Procurement Rules, 2004.

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Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Non-Consultancy Services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number
ITB Number

Amendments of, and Supplements to, Clauses in the Instruction to Bidders

A. Introduction

BDS Clause Number 1

Name of Procuring Agency: **HR Section Bacha khan International Airport (Pakistan Airports Authority)**

The subject of procurement is: **Provision of 26 Private Armed Security Guards (Ex-servicemen) and 02 security supervisors (Ex-servicemen) At PAA Parachinar Airport.**

Expected commencement date: **Thursday, December 3, 2026**

BDS Clause Number 2

Financial year for the operations of the Procuring Agency: **2026-27**

Name and identification number of the Contract: **P139413**

BDS Clause Number 3

JV/Consortium or Association Allowed: **No**
Number of JV/Consortium Members: **Nil**

B. Bidding Documents

BDS Clause Number 4

The Bidders may seek clarifications through **EPADS v2.0**: Clarification Date:

BDS Clause Number 5

Any addendum, in case issued, shall be published on **HR Section Bacha khan International Airport (Pakistan Airports Authority)** website and on **EPADS v2.0**.

BDS Clause Number 6

List of documents required along with the bid: No

BDS Clause Number 7

The qualification criteria to establish the supply / production capability of the bidder.

see Eligibility Criteria

BDS Clause Number 8

Services and Their related documents:
See section Required Services and Scope of Work

BDS Clause Number 9

Price schedule will be provided according to the format defined and acquired.
see section price schedule.

BDS Clause Number 10

Specifications:

see section of specifications.

C. Preparation of Bids

BDS Clause Number 11

The price shall be **Fixed**.

BDS Clause Number 12

Currency of the Bids shall be : **PKR**

BDS Clause Number 13

The Bids/Bid Validity period shall be: **120 Days**

BDS Clause Number 14

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**
The Bid Security shall be in the form of: **Pay Order, Call at Deposit, Bank Guarantee**

BDS Clause Number 15

The Bids security shall be valid for twenty-eight (28) days beyond the expiry of the Bids validity period specified in the bidding documents, for example the bid validity is 90 days so the bid security shall be valid for 90+28 = 118 days.

BDS Clause Number 16

Alternative Bids to the requirements of the bidding documents will not be permitted.

D. Submission of Bids

BDS Clause Number 17

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

Bacha khan International Airport Pakistan Airports Authority

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Tuesday, October 27, 2026 11:00 AM**

E. Opening and Evaluation of Bids

BDS Clause Number 18

The Bids opening shall take place on **EPADS v2.0**.

Day *:* ***Tuesday***

Date: ***Tuesday, October 27, 2026***

Time *:* ***11:30 AM***

BDS Clause Number 19

Selection technique adopted will be: **Least Cost Based Selection (LCBS)**
see Evaluation Criteria

F. Award of Contract

BDS Clause Number 20

The Performance guarantee shall: **5.00%**.

The Performance Guarantee shall be acceptable in the form of: **Pay Order, Call at Deposit, Bank Guarantee**

21.

51.1

Arbitrator shall be appointed by mutual consent of the both parties.

G. Review of Procurement Decisions

BDS Clause Number 22

Grievence against this procurement shall be submitted online on EPADS v2.0.

Eligibility Criteria

Bidder's Type	Required Registration
Sole Proprietorship	NADRA CITIZENSHIP (CNIC/NICOP)
Partnership Firm	FBR (NTN)
Company (Private Limited)	FBR (GSTN)
Company (Public Limited)	

Eligibility Criteria	Document
Legal Status: In case the bidder company registered with SECP: Attach certificate of incorporation / registration and Memorandum & Articles of Association. OR In case of partnership firm: certificate of registration along with Partnership Deed etc. OR In case of sole proprietorship. NTN certificate	Yes
Bidder must have at least 03 years' experience in providing security services to minimum 03 clients, with at least 20 ex-serviceman guards deployed to each client. Attach service agreements for such clients, showing: (i) execution date, (ii) agreement duration, (iii) number of ex-serviceman guards, and (iv) client's address and contact numbers, for verification.	Yes
No. of trained persons employed shall be 100 or more. Attach List showing total number of security resources with their names, address, CNIC, active cell numbers, copy of service book in case of ex-serviceman.	Yes

Bidder shall provide valid NOCs for: (a) running a security company, (b) use of arms & ammunition, and (c) VHF communication license. Copies of NOCs from the Ministry of Interior, Govt. of Pakistan, or Provincial Home Department, Survey of Pakistan NOC / PTA License, and copies of valid Arms Licenses must be attached.	Yes
NTN Registration. Attach attested copy of NTN Registration Certificate.	Yes
EOBI Registration of the bidder along with copies of EOBI cards issued to the employees of the bidder and verifiable proof payment paid to the EOBI. Attach attested copy of EOBI Registration Certificate and attested copies of EOBI cards and payments slips.	Yes
Registration with concerned Social Security Institution. Attach attested copy of Social Security Registration.	Yes
Period of average monthly Credit Balance of at least Rs. Five (05) million in Bank Account for last 06 months. Statement of Bank Accounts or Banker’s Certificate for the last six (06) months preceding the date of publication of the Bidding Document.	Yes
Data Provision Undertaking. Attach an undertaking on company letter head.	Yes
Black List Undertaking. Attach an undertaking on non-judicial stamp paper of value Rs. 100/-	Yes
Regulatory Payment Undertaking / Payment of Minimum Wages Undertaking. The firm must give an undertaking on non-judicial stamp paper of value Rs. 100/- that it will pay all the regulatory dues, taxes etc. and would abide by the minimum wage rate determined by the Government, difference will be paid by PAA subject to the provision of documentary evidences of payment by the contractor.	Yes
Bid Security Instrument. Attached original bid security instrument, in the form of pay order, of amount mentioned in clause 5.7 and Clause 17 along with technical proposal, from a scheduled bank as listed at Annex-C	Yes
Audited Financial Statements for the last three (03) years preceding the date of publication of the Bidding Document. Attach audited Annual Accounts.	Yes

Evaluation Criteria

Least Cost Based Selection (LCBS)

Weightage

Technical Evaluation %
100

Technical Marks	100
Passing Marks	**70**
Technical Evaluation Criteria	

Audit Financial Statement will be obtained from bidders of last three (03) financial years. Annual average minimum turnover mentioned in Audited Account Statements. (Quantitative)(Doc Required) Equal or above 10 M **(10)** Greater or equal to 9 M but less than 10 M **(9)** Greater or equal to 8 M but less than 9 M **(8)** Greater or equal to 7 M but less than 8 M **(7)** Greater or equal to 6 M but less than 7 M **(6)** Greater or equal to 5 M but less than 6 M **(5)** less than 5 M **(1)**	10
Details of Arms & Ammunitions used by the company. (Quantitative)(Doc Required) 75 Arms or above **(10)** Not less than 70 Arms **(9)** Not less than 65 Arms **(8)** Not less than 60 Arms **(7)** Not less than 55 Arms **(6)** Not less than 50 Arms **(5)**	10

Details with documentary evidence of Security Services provided to at least 03 clients to whom at least 20 Ex-servicemen guards have been provided to each client. (Quantitative)(Doc Required) 08 Clients or above **(20)** Not less than 07 and up to 07 Clients **(19)** Not less than 06 and up to 06 Clients **(18)** Not less than 05 and up to 05 Clients **(17)** Not less than 04 and up to 04 Clients **(16)** Not less than 03 and up to 03 Clients **(15)** less than 03 **(1)**	20

Number of resources of appropriate skills and experience of Security Guards engaged by the bidder must be 100 for which 15 base marks will be awarded. (Quantitative)(Doc Required) 150 Security Guards or above **(20)** 140 to 149 Security Guards **(19)** 130 to 139 Security Guards **(18)** 120 to 129 Security Guards **(17)** 110 to 119 Security Guards **(16)** 100 to 109 Security Guards **(15)** less than 100 Security Guards **(1)**	20

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Resources / Guards Experience of armed forces. For 100 experienced guards base marks will be 05 and for each 10 guards above 100 one (01) mark shall be granted. (Quantitative)(Doc Required) For 150 or above Experienced Guards **(10)** For 140 to 149 Experienced Guards **(9)** For 130 to 139 Experienced Guards **(8)** For 120 to 129 Experienced Guards **(7)** For 110 to 119 Experienced Guards **(6)** For 100 to 109 Experienced Guards **(5)** less than 100 Experienced Guards **(1)**	10
Firm / Company has an institution, firing range or premises for imparting Security trainings. (Quantitative)(Doc Required)	10
Record of refresher training / courses imparted to guards (Quantitative)(Doc Required)	10
An established and functional office set up in Peshawar / Parachinar (Quantitative)(Doc Required)	10

Required Services

Lot Title : Provision of 26 private Armed Security Guards (Ex-servicemen) for Parachinar Airport

Bid Security : 1072250 PKR

Position	Delivery Schedule	Quantity
Security Guards (Ex Servicemen)	**Address:** Parachinar Airport **Schedule:** 2 years **Quantity:** 26/person	26/person
Security Supervisors (Ex Servicemen)	**Address:** Parachinar Airport **Schedule:** 2 years **Quantity:** 2/person	2/person

Related Services :

Yes

Provision of 26 private Armed Security Guards (Ex-servicemen) for Parachinar Airport

Position	Related Services
Security Guards (Ex Servicemen)	mentioned in scope of work.
Security Supervisors (Ex Servicemen)	mentioned in scope of work.

Services Specifications

Lot Title : Provision of 26 private Armed Security Guards (Ex-servicemen) for Parachinar Airport

Position: Security Guards (Ex Servicemen)

Specifications / Requirements:

Security guards shall be ex-servicemen, preferably from recognized Armed Forces, with relevant security experience. Guards shall be physically and medically fit, disciplined, trained, alert, and capable of performing armed security duties. Guards shall possess valid character/security clearance and be trained in weapon handling, access control, patrolling, and emergency response. Guards shall be deployed in proper uniform with valid identification and authorized weapons/equipment, in accordance with applicable laws and PAA/security requirements. The Age shall not exceeds 55 years

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Position: Security Supervisors (Ex Servicemen)

Specifications / Requirements:

* 02 Security Supervisors shall be ex-servicemen with relevant experience in security supervision and management of security personnel. * Supervisors shall be physically and medically fit, disciplined, alert, trained, and capable of effectively supervising armed security duties. * The age of each Security Supervisor shall not exceed 55 years.

Scope of Work

SCOPE OF WORK

1. The Service Provider shall provide 26 armed security guards and 02 security supervisors to Chief Operating Officer / APM BKIAP Peshawar for further deployment at Parachinar airport on 24-hours basis for following but not limited to duties:-

- Safety and security at Parachinar airport.
- Watch & ward duties at PAA Parachinar airport on 24-hours basis at Parachinar airport.
- Prevention of entry of unauthorized personnel in the premises of the airport.
- Patrolling and surveillance of PAA Parachinar airport and adjoining areas to deter and detect any unauthorized activity.
- Prevent pilferage of items /equipment’s/property belonging to PAA from the premises placed under the security of the company as per written instructions issued by the authorized officer of PAA.
- Inform concerned authorized officer of PAA promptly and accurately of any occurrence detrimental to the security of the premises and property of PAA placed under security of the company.

1. The Service Provider shall provide 26 armed security guards and 02 security supervisors on 24/7 basis for following duties:-

- Prevention of entry of unauthorized personnel

- Ensuring foolproof security of PAA assets.
- Patrolling and surveillance of adjoining areas of Parachinar airport to deter and detect any unauthorized activity.
- Deployment of guards at barrier, proposed watchtower and main building.
- To deter potential security breaches and enhance overall security at the location.

1. The deployment of security guards at all designated areas at Parachinar airport will be as per deployment plan of O/IC Vigilance PAA and In-charge PAA Parachinar airport, respectively.

2. The Security Firm is responsible to take proper action in case of emergencies like:

- Fire, raising of alarm and proper communication to fire brigade and O/IC Vigilance PAA BKIAP, Peshawar and arrange rescue activities.
- Forced entry will be promptly reported to the local police station, O/IC Vigilance PAA BKIAP, Peshawar and Security Company's head office for appropriate action.
- Unauthorized activity on PAA land will be reported to local police station, PAA O/IC Vigilance, PAA O/IC Commercial & Estates and Security Company's head office for appropriate action.
- Law and order situation will be promptly reported to the local police station, O/IC Vigilance PAA BKIAP, Peshawar and the security company’s head office for appropriate action. All entry points shall be closed under such situation.
- To carry out daily checking of all lights, entry points and locked premises for their effectiveness.
- To properly brief the relieving guard about any situation concerning the security.

1. The company shall be responsible to provide satisfactory services at the premises with the following conditions:

1. The company shall ensure extra guards to be readily available company as the substitute of the guards who become absent /short / sick at the company's own enrollment for which PAA Management will not make any extra payment.

2. A patrolling / QRF vehicle should be provided to the security guards by the security company for patrolling and surveillance of areas to deter any detect any unauthorized activity or responding to any security situation.

3. The company shall deploy trained, energetic, smart and healthy security personnel (Ex-Servicemen) with perfect turnout in proper uniform, properly equipped and fully competent to meet security requirements /demands of PAA.

4. Upon unsatisfactory performance of the guards as determined by the Management of PAA, the contract shall be terminated by giving one-month notice to the security company. Unsatisfactory performance includes:

1. Absence of a Guard from duty.

2. Non-Attendance of office in time

3. Casual performance, misconduct, misbehavior, negligence in duty by a guard.

4. During the period of contract, the responsibility of any loss, theft and damage due to such and unsatisfactory performance will be on the security company.

1. Daily attendance shall be marked in the register at the security points by the designated supervisor as well as by the security company head office. Month wise bill shall be submitted to COO/Airport Manager BKIAP Peshawar before 5th of every month regularly. Payment will be made against the services rendered satisfactorily by 10th of every month.

2. The company shall maintain a supervisory network at its own expense to ensure its presence for active performance of duties by the security guards.

3. A responsible and responsive officer should be nominated as Focal Person for all communication with PAA.

1. The Security Company shall provide and ensure that guards on duty has received and understood written instruction of basic duties and has the following in their possession;

1. Company Card and valid CNIC

2. A Torch for guards on evening and night duty

3. Proper and clean uniform

4. A working automatic weapon of agreed kind and quality with appropriate quantity of ammunition

5. Enhanced security communication equipment for effective and timely communication (Walkie Talkies Base set)

6. Hand held metal detector

7. Bottom view Mirror

8. Whistle etc.

9. Security communication for Security Guards

1. The armed guards will remain alert and vigilant throughout their duty hours and any mishap will be the responsibility of security company under all circumstances.

2. The company shall provide service books / discharge certificates of all supervisors & armed security guards, evidence of ex-services of armed forces along with list showing their CNIC numbers, permanent /present addresses and telephone numbers.

3. Security company shall arrange a vehicle for pick and drop of its staff to/from the premises without any additional cost to PCAA.

4. Security company shall submit details of weapons with type and licenses held by the company, which have been issued to the guards deployed at PAA premises.

5. Security guards must have under gone necessary security training regarding watch and ward and elimination of subversive activities.

6. The Security guards employed must go through suitable live fire practice at least once in calendar year.

7. The Security Company shall be responsible to submit fresh back ground clearances before award of contract and any changes in the guards' enrollment be shared with respective COO / APM.

8. During the validity of the contract, in case damage, theft or loss occurs to the personnel, his property or property or installations of the PAA due to any eventuality caused by the negligence of the security guards, the company shall be wholly responsible and liable for paying the losses occurred to the personnel or PAA under all circumstances as a result of their negligence, to be decided by a committee consisting of representatives, in equal number, of both the parties which will decide the matter after considering the following:-

1. Negligence of security guards amounting to an act of omission or commission as a result to which loss occurs as enlisted in the indemnity clause.

2. Negligence of guards in case of the fire, or other disaster, which caused by any act omission and commission of security guard.

c) Any fire/disaster, which erupts from outside as a result of any calamity and accident and is beyond the control of security guards, will not fall under the indemnity clause.

d) The company shall notify its representatives who will be contacted for immediate replacement in the event of unsatisfactory performance of deputed personnel.

e) Charter of Guards Duties: -

i) No unauthorized entry be permitted under all circumstances.

ii) To ensure body, baggage and vehicle’s complete search and screening.

iii) Watch and ward duty.

iv) Vigilance against intruders / miscreants.

v) Reporting against suspicious activity and immediately notifying to supervisor and law enforcement agencies.

vi) Any grey area on existing structural security arrangements be intimated to next higher

command.

vii) All weapons should be in good working condition with sufficient ammunition.

Price Schedule

For Individual Positions

#	Position Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		

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General Conditions of Contract

A. General

1. **Definitions**

1.1. Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1.1.1. “Applicable Law” means the laws and any other instruments having the force of law in the Government’s Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;

1.1.2. “The Contract” means an agreement enforceable by law;

1.1.3. “The Contract Price” means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

1.1.4. “The Services” means the work to be performed by the Contractor pursuant to this Contract and as prescribed in the Specifications and Schedule of Activities included in the Contractor’s Bid;

1.1.5. “Ancillary Services” means those services ancillary to the provision of Services, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Contractor covered under the Contract;

1.1.6. “GCC” means the General Conditions of Contract contained in this section;

1.1.7. “SCC” means the Special Conditions of Contract by which the GCC may be amended or supplemented;

1.1.8. **“**Day” means calendar day unless indicated otherwise;

1.1.9. “Effective Date” means the date on which this Contract comes into force and effect;

1.1.10. “The Contractor” means the individual or corporate body whose Bids to provide the Services has been accepted by the Procuring Agency;

1.1.11. “The Project Site,” where applicable, means the place or places named in Bid Data Sheet and technical Specifications;

1.1.12. “Government” means the Government of Pakistan;

1.1.13. “Local Currency” means the currency of Pakistan;

1.1.14. “In Writing” means communicated in written form with proof of receipt;

1.1.15. “Completion Date” means the date of completion of the Services by the Contractor as certified by the Procuring Agency;

1.1.16. “Foreign Currency” means any currency other than the currency of the country of the Procuring Agency;

1.1.17. “Party” means the Procuring Agency or the Contractor, as the case may be, and “Parties” means both of them;

1.1.18. "Service" means any object of procurement other than goods or works;

1.1.19. “Subcontractor” means any entity to which the Bidder subcontracts any part of the Services.

2. **Applicable Law**

2.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

3. **Language**

3.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractorand the Procuring Agency, shall be written in the **English language** unless otherwise stated in the **SCC** . Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

4. **Notices**

4.1. Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the **SCC**.

5. **Location**

5.1. The Services shall be performed at such locations as the Procuring Agency may approve and as specified in **SCC.**

6. **Authorized Representatives / Authority of Member in charge**

6.1. Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified in the **SCC**.

B. Commencement, Completion, Modification, and Termination of Contract

7. **Effectiveness of Contract**

7.1. This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the **SCC.**

8. **Commencement of Services**

8.1. The Contractor shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the **SCC.**

9. **Program schedule**

9.1. Before commencement of the Services, the Contractor shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

10. **Starting Date/Expiration Date**

10.1. The Contractor shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the **SCC.**

10.2. Unless terminated earlier pursuant to Clause **GCC 14** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the **SCC.**

11. **Entire Agreement**

11.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

12. **Modification**

12.1. Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any modification(s) or variation(s) made by the other Party.

12.2. In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.

13. **Force Majeure**

13.1. **Definition**
For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Contractor and which makes a Contractor’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

13.2. **No Breach of Contract**
The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

13.3. **Extension of Time**

Any period within which a Contractor shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

13.4. **Payments**

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

14. **Termination**

14.1. **By the Procuring Agency**

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Contractor in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

14.1.1. If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;

14.1.2. If the Contractor becomes (or, if the Contractor consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

14.1.3. If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;

14.1.4. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.1.5. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

14.2. **By the Contractor**

The Contractor may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

14.2.1. If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;

14.2.2. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

14.2.3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;

14.2.4. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Contractor's notice specifying such breach.

C. Obligations of the Contractor

15. **General**

15.1. **Standard of Performance**

15.1.1. The Contractor shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties;

15.1.2. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Services.

15.2. **Law Applicable to Services**

The Contractor shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

16. **Conflict of Interests**

16.1. **Contractor Not to Benefit from Commissions and Discounts**

The remuneration of the Contractor shall constitute the Contractor's sole remuneration in connection with this Contract or the Services, and the Contractor shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Contractor shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

16.2. **Contractor and Affiliates Not to be Otherwise Interested in Project**

The Contractor agree that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

16.3. **Prohibition of Conflicting Activities**

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

16.3.1. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;

16.3.2. during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

16.3.3. after the termination of this Contract, such other activities as may be specified in the **SCC.**

17. **Insurance to be Taken Out by the Contractor**

17.1. The Contractor(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Sub-contractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, and for the coverage, as shall be specified in the **SCC**; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

18. **Contractor's Actions Requiring Procuring Agency's Prior Approval**

18.1. The Contractor shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

18.1.1. appointing such members of the Personnel not provided by the Contractor;

18.1.2. changing the Program of activities; and

18.1.3. any other action that may be specified in the **SCC.**

19. **Reporting Obligations**

19.1. The Contractor shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

20. **Liquidated Damages**

20.1. **Payments of Liquidated Damages**
The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the **SCC**. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

20.2. **Correction for Over-payment**
If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in **SCC.**

20.3. **Lack of performance penalty**

If the Contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor

21. **Performance Guarantee**

21.1. Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount **specified in SCC.**

21.2. The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

21.3. The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in **SCC**.

21.4. The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC.**

22. **Sustainable Procurement**

22.1. The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the **SCC.**

D. Contractor's Personnel

23. **Description of Personnel**

23.1. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Contractor's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

24. **Removal and / or Replacement of Personnel**

24.1. Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Contractor, it becomes necessary to replace any of the Key Personnel, the Contractor shall provide as a replacement a person of equivalent or better qualifications.

24.2. If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Contractor shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

24.3. The Contractor shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

25. **Change in the Applicable Law**

25.1. If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Contractor, then the remuneration and reimbursable expenses otherwise payable to the Contractor under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the **SCC.**

26. **Services and Facilities**

26.1. The Procuring Agency shall make available to the Contractor and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference, at the times and in the manner specified in the Terms of Reference.

26.2. In case that such services, facilities and property shall not be made available to the Contractor, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Contractor for the performance of the Services, (ii) the manner in which the Contractor shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Contractor as a result thereof.

F. Payments to the Contractor

27. **Contract Price**

27.1. The price payable shall be in Pakistani Rupees unless otherwise specified in the **SCC**.

28. **Terms and Conditions of Payment**

28.1. Payments will be made to the Contractor according to the payment schedule stated in the **SCC** and as per actual invoice submitted by the Contractor.

28.2. Unless otherwise stated in the **SCC**, the advance payment shall be made against the provision by the Contractor of a bank guarantee for the same amount, and shall be valid for the period stated in the **SCC.** Any other payment shall be made after the conditions listed in the **SCC** for such payment have been met, and the Contractor have submitted an invoice to the Procuring Agency specifying the amount due.

29. **Quality Control Identifying Defects**

29.1. The principle and modalities of Inspection of the Services by the Procuring Agency shall be as indicated in the **SCC.** The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Agency may instruct the Contractor to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the **SCC**.

30. **Correction of Defects, and Lack of Performance Penalty**

30.1. The Procuring Agency shall give notice to the contractor of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

30.2. Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

30.3. If the contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the contractor will pay this amount, and a Penalty for Lack of Performance.

31. **Settlement of Disputes Amicable Settlement**

31.1. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

32. **Dispute Settlement**

32.1. **Arbitration**
If any dispute of any kind whatsoever shall arise between the procuring agency and the contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.
Any dispute in respect of which a notice of intention to commence arbitration has been given, in accordance with **GCC sub-clause 32.1**, shall be finally settled by arbitration. Arbitration may be commenced prior to or after completion of the Contract. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.

Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Definitions

The Procuring Agency is: HR Section Bacha khan International Airport (Pakistan Airports Authority), COO / Airport Manager Bacha khan International Airport Pakistan Airports Authority

The Supplier is:

The title of the subject procurement is:Provision of 26 Private Armed Security Guards (Ex-servicemen) and 02 security supervisors (Ex-servicemen) At PAA Parachinar Airport.

Number of GC Clause 2

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 3

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English.**

Number of GC Clause 4

Notices:

The addresses for the notices are:

Procuring Agency:

HR Section Bacha khan International Airport (Pakistan Airports Authority), COO / Airport Manager
Bacha khan International Airport Pakistan Airports Authority
+92-314-444-4074
apm.bkiap@paa.gov.pk

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

Number of GC Clause 6.1

The Authorized Representatives are:

For the Procuring Agency:

HR Section Bacha khan International Airport (Pakistan Airports Authority), COO / Airport Manager
Bacha khan International Airport Pakistan Airports Authority
+92-314-444-4074
apm.bkiap@paa.gov.pk

For the Bidder:

Name: ……

Designation: ……..

Address: ……..

Number of GC Clause 7

Effectiveness of the contract

The Contractor/Bidder shall be effective within ….. days from the date of signature of the Contract by both parties

Number of GC Clause 8

Commencement of Contract:

The Contractor/ Bidder shall provide Non-Consultancy Services from the effective date of contract.

Number of GC Clause 10.2

Expiration of Contract:

The time period shall be …….

Number of GC Clause 14

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Services till the time of alternate arrangements.

Number of GC Clause 16

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing services due to a conflict of a nature described in Clause GCC C2**.**

Number of GC Clause 20

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **0.01%** to **10.00%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the Authority.

Number of GC Clause 21

Performance Guarantee:

The amount of performance guarantee shall be 5.00% of the contract price in acceptable form of Pay Order, Call at Deposit, Bank Guarantee

Number of GC Clause 27

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause F

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause F

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Inspections & Tests Requirements

The Procuring Agency/PAA reserves the right to inspect and verify the services, manpower, equipment, documents, and other requirements at any stage during the contract period. Scheduled or surprise inspections may be conducted to ensure compliance with the bidding documents and satisfactory performance. Any deficiency or non-compliance shall be rectified by the Service Provider within the specified time.

Number of GC Clause F 5 & 6

Following is the guidance for Dispute Resolution

i. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days

following a notice sent by one Party to the other Party in this regard**.**

ii. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties**.**

iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties**.** The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.

iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute**.**

v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Arbitrator's fee:

The fee shall be specified in Pak Rupees, as determined by the Arbitrator, which shall be shared equally by both parties**.**

Appointing Authority for Arbitrator:

By the Mutual Consent or in accordance with the provisions of Arbitration Act, 1940, in case the parties fail to reach a consensus on the name of sole arbitrator, any party may submit an application to the Chief Justice Islamabad High Court for appointment of sole arbitrator. The Chief Justice IHC may appoint a former judge of any High Court or Supreme Court as the sole arbitrator to resolve the dispute between the parties.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.

Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.:***P139413***

To: **HR Section Bacha khan International Airport (Pakistan Airports Authority), COO / Airport Manager Bacha khan International Airport Pakistan Airports Authority**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;

2. Disagreement to arithmetical correction made to the Bid price; or

3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.

Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the _____ day of _____ 20_____ between **HR Section Bacha khan International Airport (Pakistan Airports Authority), COO / Airport Manager Bacha khan International Airport Pakistan Airports Authority**

(hereinafter called "the Procuring Agency") of the one part and *[name of Bidder]* of *[city and country of Bidder]* (hereinafter called "the Bidder") of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **Provision of 26 Private Armed Security Guards (Ex-servicemen) and 02 security supervisors (Ex-servicemen) At PAA Parachinar Airport. (*P139413*)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of *[contract price in words and figures]* (hereinafter called "the Contract Price").

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency's Letter of Acceptance; and
8. [*add here: any other documents*]

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

……

Signed, sealed, delivered by _____the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder: ……

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BYTHE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract Number: Contract Value: Contract Title:

Dated:

[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, fee 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 consultations fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from 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 agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact 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 voidable 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 or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an 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 form from GoP.

Performance Guarantee Form

Performance Guarantee Form

To: **HR Section Bacha khan International Airport (Pakistan Airports Authority), COO / Airport Manager Bacha khan International Airport Pakistan Airports Authority**

WHEREAS *[name of Bidder]* (hereinafter called "the Bidder") has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

_____

[name of bank or financial institution]

_____

[address]

[date}

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Annexure

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

ANNEXURE-A

Information (Read-Only)

See Form Under Additional Forms and Documents: **ANNEXURE-A** (page number: 79)

ANNEXURE-C

Approved banks list for bid security & performance bond.

Information (Read-Only)

See Form Under Additional Forms and Documents: **ANNEXURE-C** (page number: 82)

Form-A

Signed copy of the Proposal Submission Form as per formatattached

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Form-A** (page number: 83)

Form-B

Name, address, phone, fax, website and e-mail address along with postal and telephonic Address of head office and branch offices are required as per format attached.

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Form-B** (page number: 84)

Form-C

List of Similar assignments completed and in hand along with number of resources deployed, contact person of each facility separately as per attached format.

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Form-C** (page number: 85)

Form-D

A brief description of the Firm's Key personnel (Professional, Management & Clerical) qualification& experience as per attached format.

Technical Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **Form-D** (page number: 86)

ANNEXURE-B

Financial Submission (Vendor)

Document Required

See Form Under Additional Forms and Documents: **ANNEXURE-B** (page number: 87)

RFP

Information (Read-Only)

See Form Under Additional Forms and Documents: **RFP** (page number: 88)

Procurement Forms

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Additional Forms and Documents

ANNEXURE – 'A'

SCOPE OF WORK

1. The Service Provider shall provide 26 armed security guards and 02 security supervisors to Chief Operating Officer / APM BKIAP Peshawar for further deployment at Parachinar airport on 24-hours basis for following but not limited to duties:-
   - Safety and security at Parachinar airport.
   - Watch & ward duties at PAA Parachinar airport on 24-hours basis at Parachinar airport.
   - Prevention of entry of unauthorized personnel in the premises of the airport.
   - Patrolling and surveillance of PAA Parachinar airport and adjoining areas to deter and detect any unauthorized activity.
   - Prevent pilferage of items /equipment's/property belonging to PAA from the premises placed under the security of the company as per written instructions issued by the authorized officer of PAA.
   - Inform concerned authorized officer of PAA promptly and accurately of any occurrence detrimental to the security of the premises and property of PAA placed under security of the company.
2. The Service Provider shall provide 26 armed security guards and 02 security supervisors on 24/7 basis for following duties:-
   - Prevention of entry of unauthorized personnel
   - Ensuring foolproof security of PAA assets.
   - Patrolling and surveillance of adjoining areas of Parachinar airport to deter and detect any unauthorized activity.
   - Deployment of guards at barrier, proposed watchtower and main building.
   - To deter potential security breaches and enhance overall security at the location.
3. The deployment of security guards at all designated areas at Parachinar airport will be as per deployment plan of O/IC Vigilance PAA and In-charge PAA Parachinar airport, respectively.
4. The Security Firm is responsible to take proper action in case of emergencies like:
   - Fire, raising of alarm and proper communication to fire brigade and O/IC Vigilance PAA BKIAP, Peshawar and arrange rescue activities.
   - Forced entry will be promptly reported to the local police station, O/IC Vigilance PAA BKIAP, Peshawar and Security Company's head office for appropriate action.
   - Unauthorized activity on PAA land will be reported to local police station, PAA O/IC Vigilance, PAA O/IC Commercial & Estates and Security Company's head office for appropriate action.
   - Law and order situation will be promptly reported to the local police station, O/IC Vigilance PAA BKIAP, Peshawar and the security company's head office for appropriate action. All entry points shall be closed under such situation.
   - To carry out daily checking of all lights, entry points and locked premises for their effectiveness.
   - To properly brief the relieving guard about any situation concerning the security.
5. The company shall be responsible to provide satisfactory services at the premises with the following conditions:
   a) The company shall ensure extra guards to be readily available company as the substitute of the guards who become absent /short / sick at the company's own enrollment for which PAA Management will not make any extra payment.

b) A patrolling / QRF vehicle should be provided to the security guards by the security company for patrolling and surveillance of areas to deter any detect any unauthorized activity or responding to any security situation.

c) The company shall deploy trained, energetic, smart and healthy security personnel (Ex-Servicemen) with perfect turnout in proper uniform, properly equipped and fully competent to meet security requirements /demands of PAA.

d) Upon unsatisfactory performance of the guards as determined by the Management of PAA, the contract shall be terminated by giving one-month notice to the security company. Unsatisfactory performance includes:

i. Absence of a Guard from duty.
ii. Non-Attendance of office in time
iii. Casual performance, misconduct, misbehavior, negligence in duty by a guard.
iv. During the period of contract, the responsibility of any loss, theft and damage due to such and unsatisfactory performance will be on the security company.

e) Daily attendance shall be marked in the register at the security points by the designated supervisor as well as by the security company head office. Month wise bill shall be submitted to COO/Airport Manager BKIAP Peshawar before 5th of every month regularly. Payment will be made against the services rendered satisfactorily by 10th of every month.

f) The company shall maintain a supervisory network at its own expense to ensure its presence for active performance of duties by the security guards.

g) A responsible and responsive officer should be nominated as Focal Person for all communication with PAA.

6. The Security Company shall provide and ensure that guards on duty has received and understood written instruction of basic duties and has the following in their possession;

a) Company Card and valid CNIC
b) A Torch for guards on evening and night duty
c) Proper and clean uniform
d) A working automatic weapon of agreed kind and quality with appropriate quantity of ammunition
e) Enhanced security communication equipment for effective and timely communication (Walkie Talkies Base set)
f) Hand held metal detector
g) Bottom view Mirror
h) Whistle etc.
i) Security communication for Security Guards

7. The armed guards will remain alert and vigilant throughout their duty hours and any mishap will be the responsibility of security company under all circumstances.
8. The company shall provide service books / discharge certificates of all supervisors & armed security guards, evidence of ex-services of armed forces along with list showing their CNIC numbers, permanent /present addresses and telephone numbers.
9. Security company shall arrange a vehicle for pick and drop of its staff to/from the premises without any additional cost to PCAA.
10. Security company shall submit details of weapons with type and licenses held by the company, which have been issued to the guards deployed at PAA premises.
11. Security guards must have under gone necessary security training regarding watch and ward and elimination of subversive activities.

12. The Security guards employed must go through suitable live fire practice at least once in calendar year.
13. The Security Company shall be responsible to submit fresh back ground clearances before award of contract and any changes in the guards' enrollment be shared with respective COO / APM.
14. During the validity of the contract, in case damage, theft or loss occurs to the personnel, his property or property or installations of the PAA due to any eventuality caused by the negligence of the security guards, the company shall be wholly responsible and liable for paying the losses occurred to the personnel or PAA under all circumstances as a result of their negligence, to be decided by a committee consisting of representatives, in equal number, of both the parties which will decide the matter after considering the following:-
    a) Negligence of security guards amounting to an act of omission or commission as a result to which loss occurs as enlisted in the indemnity clause.
    b) Negligence of guards in case of the fire, or other disaster, which caused by any act omission and commission of security guard.
    c) Any fire/disaster, which erupts from outside as a result of any calamity and accident and is beyond the control of security guards, will not fall under the indemnity clause.
    d) The company shall notify its representatives who will be contacted for immediate replacement in the event of unsatisfactory performance of deputed personnel.
    e) Charter of Guards Duties: -
        i) No unauthorized entry be permitted under all circumstances.
        ii) To ensure body, baggage and vehicle's complete search and screening.
        iii) Watch and ward duty.
        iv) Vigilance against intruders / miscreants.
        v) Reporting against suspicious activity and immediately notifying to supervisor and law enforcement agencies.
        vi) Any grey area on existing structural security arrangements be intimated to next higher command.
        vii) All weapons should be in good working condition with sufficient ammunition.

Chief Operating Officer/ APM
PAA, BKIAP Peshawar

ANNEXURE-C

S.NO	NAME OF BANK
Public Sector Banks	
1	National Bank of Pakistan
2	Sindh Bank Limited
3	The Bank of Punjab
Private Sector Banks	
4	Allied Bank Limited
5	Askari Bank Limited
6	Bank Al Habib
7	Habib Metropolitan Bank Limited
8	JS Bank Limited
9	MCB Bank Limited
10	Samba Bank Limited
11	Soneri Bank Limited
12	Standard Chartered Bank Limited
13	United Bank Limited
14	Industrial & Commercial Bank of China Limited
15	Faysal Bank Limited
16	Habib Bank Limited
Islamic Banks	
17	Al Baraka Bank Pakistan Limited
18	Bank Islami Pakistan Limited
19	Dubai Islamic Bank Pakistan Limited
20	Meezan Bank Limited

FORM-A

Proposal Submission Form (on Firm's letter-head)

_____
_____,
_____,

Pakistan Airports Authority,

Dear Sir,

PROVISION OF 26 SECURITY GUARDS AND 02 SECURITY SUPERVISORS AT PAA PARACHINAR AIRPORT

In response to your advertisement dated _____, 2026 for provision of above quoted services, we M/s_____ having Office(s) at_____ submit our Proposal for provision of these services at Parachinar airport:

We enclose all documents as required in RFPD including ANNEXURES, FORMS ETC.

We understand that PAA is not bound to accept our proposal has the right to reject our proposal without assigning any reason or delist us at any stage subsequently due to the reasons mentioned in RFPD.

We further understand that submission of this proposal for providing the above quoted services does not entitle us award of any Contract by PAA.

Date:

Signature_____
Name _____
Name of Firm_____

FORM-B

GENERAL INFORMATION (on Firm's letter-head)

COMPANY PROFILE

ITEM	
COMPANY PROFILE:	
NAME OF FIRM	
ADDRESS	
KEY PERSON	
CONTACT NO.	
MOBILE NO.	
FAX	
EMAIL	
Any other Information	

FORM-C (Template)

LIST OF SIMILAR ASSIGNMENTS

S.N	Project Description & Duration	Name of Client & Contact Person with Tele No.	Location where Similar Services are Provided	No. of Resource Deployed (including 20+ Trained Manpower)	Monthly Bills Received

FORM-D (Template)

DETAIL OF PERMANENT STAFF (Professional, Managerial & Clerical)

S.N	Name	Age	Years of Experience	Qualification	Designation	Contact No.

ANNEXURE – 'B'

PART-1
FINANCIAL BID

Manpower Pricing

S.No.	Deployment	Nos.	Rate per person per month	Total amount per person including all expenses, duties, tax (excluding PST) and service charges	Total bid
1.	Armed Security Guards (Ex-Servicemen)	26			
	Security Supervisor (Ex-Servicemen)	02			
	Total Bid for One Month				
	Total Bid for Two Years (in figure)				
	Total Bid value for Two Years (in words)				

PART-2
BREAKUP OF THE FINANCIAL BID

Note: Please provide breakup of the financial bid mentioning all mandatory cost / tax (excluding Provincial Sale Tax on Services) / charges / duties / regulatory payments etc on company letter head attached with financial bid.

_____
(Authorized Signature)
With Company Stamp

پاکستان ایئرپورٹس اتھارٹی

REQUEST FOR PROPOSAL

PROVISION OF 26 PRIVATE ARMED SECURITY GUARDS (EX-SERVICEMEN) AND 02 SECURITY SUPERVISORS (EX-SERVICEMEN) AT PAA PARACHINAR AIRPORT

Last Date of submission: _____As displayed on EPDAS_____

Name of Firm and Rep to whom Issued: _____

Date of Advertisement: _____

Name of Newspaper: _____

Website: PAA & PPRA Website & EPADS Platform

PAKISTAN AIRPORTS AUTHORITY
OFFICE OF THE CHIEF OPERATING OFFICER/ APM,
BKIAP PESHAWAR

1. DEFINITIONS

1.1 “Conditions” means the terms and conditions of this request for proposal.

1.2 “Confidential Information” means all information including copies of PAA documents, ideas, computer programs, specifications, plans, drawings, pricing, marketing and customer information, and any other information marked or by implication, confidential.

1.3 “Contract” means an agreement enforceable by law.

1.4 “Document” means " any matter expressed or describe upon any substance by means of letters, figures or marks, or by more than one of those means, intended to be used, or which may be used, for the purpose of recording that matter;

1.5 “Insolvency Event” means a person (a) entering into voluntary/compulsory liquidation, (b) having a receiver or administrative receiver appointed over any of its assets or being the subject of an application for administration, (c) entering into an arrangement or composition with its creditors or (d) becoming bankrupt.

1.6 “Losses” means any direct or indirect losses, damages, claims, demands, liabilities, costs (including legal costs) fines, penalties (including third party penalties), expenses, or claims (including but not limited to workmen’s compensation claims or grievances) and lost revenue suffered or incurred by PAA.

1.7 “Bidder” means firm, company sole proprietor or an organization who submits instant bid.

1.8 “Service Provider” means a firm, company or an organization who undertakes to provide security services.

1.9 “RFP” means Request for Proposal.

1.10 “Similar Services” means the work/service for which RFP is published.

2. INTRODUCTION

Pakistan Airports Authority (PAA) invites proposals from well reputed firm/company or an organization having experience of providing Security services in large organization and who fulfil other parameters given in this **RFP**, for a period of two (02) years (extendable for another six months only) or until the formal deployment of Airport Security Force (ASF),Frontier Corps (FC) ,Pakistan Army, or any other Law Enforcement Agency (LEAs) at Parachinar Airport. Upon the Arrival of the ASF or any other LEAs, these private Guards will be redeployed to less vulnerable Airport locations where the ASF is not mandated to operate. The successful bidder will adhere to Government prevailing minimum wage policy, EOBI, Social Security and all other applicable taxes / duties / regulatory payments etc.

2.1 Areas to be secured are defined in Annex-"A" (scope of work) so as to give a picture of the nature of service required.

2.2 The bidders may visit the location to ascertain the service to be provided before submission of Bids. However, to have an idea, a description of the services required is given in the RFP.

3. PURPOSE OF RFP.

The purpose of this RFP is to select service provider for providing armed security Guards (Ex-servicemen) and related security services on 24-hour basis PAA Parachinar airport. Technical Proposals submitted by the bidders will be evaluated as per technical evaluation criteria whereas financial bids of only the technically qualified bidders will be opened, however, PAA reserves the right to cancel the contract with the successful bidder on poor performance, provision of inaccurate or false information or violation of clause(s) of contract.

4. SCOPE OF WORK

The scope of service is defined and given in Annexure – "A" of this RFP.

5. INSTRUCTIONS TO BIDDERS

5.1 The bidder shall study the bidding documents and the instructions mentioned therein.

5.2 The bids will be evaluated on the technical and financial proposals submitted by the bidders. Financial bids of only those will be opened, who technically qualify as per the evaluation criteria.

5.3 The method for Hiring of Ex-Servicemen Security Guards will be the "Least Cost Method" under "Single Stage Two Envelope bidding procedure" of selection of the bidder as mentioned in Rule-36(b) of the Public Procurement Rules, 2004. Marks will be allocated based on the evidence available in the proposal only. The Contract will be awarded to the bidder who offer unconditional bid and on the basis of least cost method.

5.4 The proposals shall be uploaded on EPADS portal before due date i.e. on or before _____ not later than 1130 AM. Documents submitted after due date and time will not be entertained. Bid Security instrument in the form of Pay Order must reach to this office (in original) before opening of technical bid. The Technical Bids will be opened on the same day by the tender opening committee at 1200 hrs.

5.5 The technical proposal in PDF file shall include relevant documentary proof/ certificates as mentioned in "Bid Evaluation Checklist" and "Evaluation Criteria" alongwith all other required information/details/documents of this RFP with seal and signature on each and every page by the bidder. The PDF file should be titled as "Technical Bid - Provision of Private Security Guards at Parachinar airport.

5.6 The financial proposal in PDF file shall include financial bid (as per Annexure-B), breakdown of costs showing manpower category-wise per person wages, all regulatory payments including taxes (except Provincial Sales Tax on Services), EOBI, Social Security, Uniform, Conveyance, Service Charges etc. The PDF file should be titled as "Financial Bid - Provision of Private Security Guards at Parachinar airport.

5.7 The details of bid security (amounting **Rs. 1,072,250/-) in the shape of Pay Order** shall be entered in EPADS and also attach scan copy of bid security while original bid security must reach in the office of COO/APM BKIAP Peshawar before the opening of bid. Additionally, bid documents may be submitted in hard form to the office of COO/APM BKIAP Peshawar.

5.8 The bidders are required to provide trained manpower for performing duties of Private Security Guards.

5.9 PAA reserves the right to reject the bid of any bidder or cancel the process of bidding in accordance with Public Procurement Rules-2004.

5.10 PAA reserves the right to invite the next bidder in case where the first bidder is unable to provide requisite manpower, weapons and other security equipment's as per pre-decided scheduled, inclusive of all the formalities.

5.11 The bidder shall strictly follow the labour laws and minimum wages prescribed by the Government. In case of revision of minimum Wage policy by the Government during service tenure or after signing of contract, the difference shall be borne by PAA (if salary is less than minimum wage) alongwith difference of EOBI and ESSI Payment only.

5.12 In preparing the technical proposal, the bidders shall examine all terms and instructions included in this document and their bids will be evaluated on the basis of information provided by them. During preparation of technical proposal, bidders must give special attention to the following:

a. Only the Service Providers who have all the expertise for the assignment may submit their proposals.

b. All the information shall be filled-in/submitted strictly as per enclosed forms. If required, photocopies of the forms may be made.

5.13 All attachments/documentary evidences should be enclosed in order of 'Bid Evaluation Checklist (Clause - 8).

5.14 The bidder shall submit breakup of his financial bid mentioning all mandatory cost/tax (except Provincial Sales Tax on Services)/charges/duties/regulatory payments etc.

5.15 The bidder shall submit payment slips of EOBI/Social security mentioning staff names employed by the bidder for subject services on monthly basis to Chief Operating Officer / Airport Manager BKIAP Peshawar or his authorized officer after award of contract. In case of failure the payment shall not be made.

6. PRE-REQUISITES FOR TECHNICAL QUALIFICATION OF BIDDER

Following are the pre-requisites for bidders intending to submit their proposals. Absence of any of the following shall disqualify the proposal for consideration.

6.1 The bidder must have minimum three (03) years work experience of similar services for which the bid is being sought.

6.2 Minimum number of clients for providing similar services shall be three (03) to whom the bidder must has provided 20 Ex-serviceman security guards to each client. Only Ex-serviceman security guards shall be considered and less than 20 Ex-serviceman guards to any client shall not be considered as client for the purpose of considering experience.

6.3 The bidder has valid NTN Certificate.

6.4 The bidder shall be registered with Social Security and EOBI. The bidder must attach the copy of EOBI cards issued to its permanent employees along with verifiable proof of payment paid to EOBI of each permanent as well as all employees engaged with security company / bidder.

6.5 The bidder shall provide last 06 months Bank Account Statement from a scheduled Bank with atleast average monthly credit balance of 5 million.

6.6 The bidder shall furnish undertaking on non-judicial stamp paper of value Rs. 100/- to the effect that it has not been blacklisted by any Government, Semi Government and Autonomous Body.

6.7 The bidder shall provide undertaking that they can provide to PAA all such information, data documentation, accounting records etc. pertaining to their operations etc. within Seven (07) days of request for the same.

6.8 The bidder shall give an undertaking on non-judicial stamp paper of value Rs. 100/- that it will pay all the regulatory dues, taxes etc. and will abide by the minimum wage rate determined by the Government, which may increase in annual budget.

6.9 The bidder should disclose details of its litigation subjudice before any Court of Law by or against any of its clients including PAA, if any.

7. TECHNICAL QUALIFICATION CRITERIA

The bidder shall provide the following details/documents as essential part of Technical Proposal in this order:

7.1 Signed copy of the RFP document along with Proposal Submission Form (Form-A)

7.2 Name, address, phone, fax, website and e-mail address along with postal and telephonic Address of head office and branch offices (Form-B).

7.3 List of Similar assignments completed and in hand along with number of resources deployed, contact person of each facility separately (Form-C).

7.4 A brief description of the Firm's Key personnel (Professional, Management & Clerical) qualification & experience (Form-D).

8. BID EVALUATION CHECK LIST

Note: The bidders who respond 'Yes' in all the above requirements and provide documentary evidences in support of their 'Yes' shall be analysed through ***Evaluation Criteria*** *for provision of Security Guards at PAA Parachinar Airport. Any 'No' in the bid evaluation checklist or non-submission of supporting documents or furnishing of forged documents or concealment of facts or submission of false information shall lead to disqualification of a company.*

S. No.	Bid Evaluation Parameters:	Yes/ No	Remarks
1	Legal Status:		In case the bidder company registered with SECP: Attach certificate of incorporation / registration and Memorandum & Articles of Association. OR In case of partnership firm: certificate of registration along with Partnership Deed etc OR In case of sole proprietorship. NTN certificate
2	Work experience for providing Security Services shall be minimum three (03) years or more with at least three (03) Clients to whom bidder must have provided at least 20 Ex-serviceman guards to each client.		Attach Service Agreements showing provision of Security Services for minimum three (03) years or more for at least three (03) clients. This agreement must contain verifiable following information along with others: (i) Execution date of the agreement. (ii) Duration of the agreement. (iii) Number of Ex-serviceman security guards. (iv) Clients address and contact numbers.
3	No. of trained persons employed shall be 100 or more.		Attach List showing total number of security resources with their names, address, CNIC, active cell numbers, copy of service book in case of ex-serviceman.
4	NOC for a) Running Security Company, b) Use of Arms & Ammunitions c) VHF communication license.		Copies of NOC from the Ministry of Interior, Govt. Of Pakistan or from the Home Department of Provincial Government, NOC from survey of Pakistan / PTA License and copies of Arms' Licenses must be attached.
5	Audited Financial Statements for the last three (03) years preceding the date of publication of the Bidding Document.		Attach audited Annual Accounts.
6	NTN Registration		Attach attested copy of NTN Registration Certificate
7	EOBI Registration of the bidder along with copies of EOBI cards issued to the employees of the bidder and verifiable proof payment paid to the EOBI.		Attach attested copy of EOBI Registration Certificate and attested copies of EOBI cards and payments slips.
8	Registration with concerned Social Security Institution.		Attach attested copy of Social Security Registration Certificate
9	Period of average monthly Credit Balance of at least Rs. 05 million in Bank Account for last 06 months		Statement of Bank Accounts or Banker's Certificate for the last six (06) months preceding the date of publication of the Bidding Document.
10	Data Provision Undertaking		Attach an undertaking on company letter head
11	Black List Undertaking		Attach an undertaking on non-judicial stamp paper of value Rs. 100/-
12	Regulatory Payment Undertaking / Payment of Minimum Wages Undertaking		The firm must give an undertaking on non-judicial stamp paper of value Rs. 100/- that it will pay all the regulatory dues, taxes etc. and would abide by the minimum wage rate determined by the Government, difference will be paid by PAA subject to the provision of documentary evidences of payment by the contractor
13.	Bid Security Instrument		Attached original bid security instrument , in the form of pay order, of amount mentioned in clause 5.7 and Clause 17 alongwith technical proposal, from a scheduled bank as listed at Annex-C

9. EVALUATION CRITERIA:

9.1 Detailed Technical Evaluation Methodology

Technical Evaluation would be conducted on following parameters as shown in the table below: -

S.No	Description	MAX MARKS	MARKS OBTAINED
i.	Audit Financial Statement will be obtained from bidders of last three (03) financial years. Annual average minimum turnover mentioned in Audited Account Statements. equivalent to five (05) (M) = 05 Marks and on every one (01) (M) above (05) (M), 01 mark shall be granted.	10	
ii.	Details of Arms & Ammunitions used by the company, up to 50 Arms base marks 05, on every 05 Arms above 50 one (01) mark shall be granted.	10	
iii.	Details with documentary evidence of Security Services provided to at least 03 clients to whom at least 20 Ex-servicemen guards have been provided to each client for which 15 base marks will be awarded. For each such additional client, the bidder will be awarded 01 mark.	20	
iv.	Number of resources of appropriate skills and experience of Security Guards engaged by the bidder must be 100 for which 15 base marks will be awarded. For each additional resource of 10 guards above 100, the bidder will be awarded 01 mark.	20	
v.	Resources / Guards Experience of armed forces. For 100 experienced guards base marks will be 05 and for each 10 guards above 100 one (01) mark shall be granted.	10	
vi.	Firm / Company has an institution, firing range or premises for imparting Security trainings.	10	
vii.	Record of refresher training / courses imparted to guards	10	
viii.	An established and functional office set up in Peshawar / Parachinar	10	
	TOTAL	100	

Note: The minimum qualifying score required by the bidder for being eligible for financial bid is 70 marks and financial bids of only technically qualified bidders will be opened. Least Cost Method will be adopted in the said tender proceedings.

10. SERVICE PROVIDERS WARRANTIES AND OBLIGATIONS:

Service provider undertakes, warrants and represents that at all times:

10.1 It has the requisite manpower and authority to enter into and perform this contract.

10.2 It shall provide the services with reasonable care and skill.

10.3 It holds valid license and authority (as required) to provide the Services.

10.4 It shall hire competent, young medically fit and security cleared Ex-serviceman resources as instructed by Ministry of Interior to provide the services.

10.5 All persons engaged by the Service Provider to perform the Services are its employees and have no criminal record.

10.6 It shall provide services by using all reasonable skill, care and diligence in accordance with good industry practices and shall ensure that its employees have skills and expertise to provide the Services to the standards and timings required by PAA.

10.7 The Service Provider or its employees will manage the transportation to and from the premises and will be of no obligation to PAA.

10.8 The Service Provider shall not act in a way, which is prejudicial to PAA's interests or business.

10.9 The Service Provider and its employees shall obey all lawful and reasonable directions of PAA's representatives.

10.10 Any breach by Service Provider of this clause (Service provider's Warranties) constitutes a material breach of the contract. In addition to PAA's rights, PAA shall be entitled to require Service Provider to;

10.10.1 Remedy the breach at its costs;

10.10.2 Pay for it to be remedied; or

10.10.3 Repay all amounts already paid for the defective services.

11. TERMINATION

11.1 PAA shall be entitled to terminate/suspend the contract if Service Provider suffers (or is likely to suffer) an insolvency event or, undergoes a material change in its management, ownership or control subject to at least 30-days prior notice. OR

11.2 Upon unsatisfactory performance of the guards as determined by the Management of PAA, the contract shall be terminated by giving one-month notice to the security company. Unsatisfactory performance includes:

i. Absence of a Guard from duty.

ii. Non-Attendance of office in time

iii. Casual performance, misconduct, misbehavior, negligence in duty by a guard

iv. During the period of contract, the responsibility of any loss, theft and damage due to such and unsatisfactory performance will be on the security company.

12. LIABILITY

Service Provider shall be responsible for and shall indemnify and hold harmless PAA, its agents and employees from:-

12.2 All losses arising out from Service Provider's negligence or breach of contract;

12.2 Any claim or compensation arising against PAA by an employee of the Service Provider.

12.3 Upon unsatisfactory performance of the guards as determined by the Management of PAA, the contract shall be terminated by giving one-month notice to the security company. Unsatisfactory performance includes:

i. Absence of a Guard from duty.

ii. Non-Attendance of office in time

iii. Casual performance, misconduct, misbehavior, negligence in duty by a guard

During the period of contract, the responsibility of any loss, theft and damage due to such and unsatisfactory performance will be on the security company.

13. CONFIDENTIALITY

Service Provider shall keep the information strictly confidential which shall be provided by PAA except with the consent of PAA in writing, other than to perform this contract, and shall impose the same obligations on its employees.

14. INDEPENDENT CONTRACTOR

The Service Provider shall be considered as independent, neither the contractor nor its personnel shall have the right to represent or bind to/by PAA.

15. TAXES & DUTIES

The Contractor shall be directly responsible for all his liabilities or obligations for any taxes, duties (including stamp duty), charges, regulatory payments levied by the Government or any other authority on his Services and the documentation related thereto. The tendered rates or amount shall be inclusive of all taxes (except Provincial Sales Tax on services), duties etc. as applicable.

BID VALIDITY

The Bid shall be valid for a period of One Hundred and Twenty (120) days. In special circumstances, PAA may request the bidders to extend the period prior to expiry of bid validity, which shall not be more than the validity period of original bid.

17. BID SECURITY

The intending firm has to furnish a bid security of **Rs. 1,072,250/-** in the form of pay order **(Account Title: PAA Disbursement Account)** at the time of submission of bids. The Security fee will be returned to technically unsuccessful bidder alongwith its financial proposal. However, Security deposits of the technically successful bidders and unsuccessful in Financial bid will be returned upon award of contract to the successful bidder or on expiry of bid validity. However, security deposits of financially successful bidder will be returned on furnishing "Performance Bond" (5% of the total contract value). The bid security may be forfeited if:-

17.1 A bidder withdraws his bid during the bid validity period; or

17.2 A bidder does not accept the correction of his bid price; or

17.3 The successful bidder fails to furnish the required performance bond within the stipulated period.

18. PERFORMANCE BOND:

The successful bidder will furnish a Performance Bond (in the form of Pay Order, CDR or Bank Guarantee) of an amount equal to 5% of the total Contract value from a scheduled bank .

Note: List of Authorized Bank Pakistan Airports Authority is attached as Annexure-C

19. OTHER TERMS AND CONDITIONS

19.1 By responding to this RFP, the Service Provider agrees to the Terms and Conditions given below in this RFP as a whole.

19.2 At any time prior to the deadline for submission of proposal PAA may, for any reason, whether at its own or in response to a clarification requested by a prospective firm, modify/improve the content of RFP, which will be placed either on PAA's website, e-mailed or dispatched to all prospective bidders.

19.3 All such amendments shall become part of the RFP after they have been notified to all bidders.

19.4 PAA reserves the right to extend the dates for submission of responses to this RFP.

19.5 All security guards deployed at the premises should not be over fifty-five (55) years of age.

19.6 The security guards should have matric or above educational qualification and should be able to understand, read and write.

19.7 The security guards should be medically fit.

19.8 Uniforms, weapons and other equipment's should be timely provided to the security guards.

19.9 All the weapons and ammunition provided to the security guards should be in serviceable condition.

19.10 The security guards should be trained on the weapon(s) sanctioned to them.

19.11 Fresh background clearances of each guard (name-wise) should be obtained before awarding the company a contract and any changes in the guards enrolment be shared with COO/Airport Manager BKIAP Peshawar.

19.12 Any technical or financial bid, submitted cannot be withdrawn / modified after last date for submission of the bids.

19.13 PAA reserves the right to call for any additional information. PAA reserves the right to reject the proposal of any bidder if in the opinion of PAA, the information furnished is incomplete or the Service Provider does not qualify for the contract.

19.14 The bidders are requested to quote in Pakistani Rupees ('PKR'). Bids in currencies other than PKR will not be considered.

19.15 PAA will make payments against the monthly invoices raised by the service provider based on actual deployment of resources, duly verified by the concerned PAA official.

19.16 Failure of PAA to select a Service Provider shall not result in any claim whatsoever against PAA and PAA reserves the right to reject any or all bids in part or in full, without assigning any reason whatsoever.

19.17 By submitting a proposal, the Bidder agrees to promptly enter into a contract with PAA for any service awarded to the service provider. Failure on the part of the successful bidder to execute a valid contract with PAA will relieve PAA of any obligation to the service provider, and second lowest bidder may be selected.

19.18 Cost of execution of the Contract Agreement is to be borne by the successful bidder.

19.19 Any additional or different terms and conditions proposed by the bidder would be rejected unless expressly assented to in writing by PAA.

19.20 All responses received after the due date / time would be considered late and shall not be accepted or opened.

19.21 PAA shall not assume any expense incurred by the bidder in preparation of the response to this RFP and the bidding documents shall not be returned to the bidder.

19.22 The bidders shall have the opportunity to clarify doubts pertaining to the RFP prior to finalizing their bids/responses.

19.23 PAA shall scrutinize the technical and financial proposal submitted by the bidders as per the criterion mentioned in this RFP.

19.24 PAA may waive off any minor non-conformity or any minor irregularity in an offer. This shall be binding on all competitors and PAA reserves the right for such waivers.

19.25 PAA may ask some or all bidders for clarification of their bids. The request for such clarification and the response thereto shall be in writing. PAA has the right to disqualify the bidder who shall not provide the requisite clarification within the stipulated time.

19.26 The bidders are required to be prepared to demonstrate, through presentations and / or site visits, as part of the final evaluation in accordance with the responses given for the identified requirements, any time after the last date of the submission of proposal. Accordingly, PAA may communicate a date and time to all bidders. The bidders will arrange such demonstrations, presentations or site visits.

19.27 PAA may exclude or reject any proposal that in the reasonable opinion of PAA contains any false or misleading claims or statements. PAA has no liability to any person/company for excluding or rejecting any such proposal.

19.28 The service provider shall promptly notify PAA of any change in partnership, directorship or other managerial orders of the company or address of the firm.

19.29 Service Provider shall indemnify, protect and save PAA against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting directly or indirectly from an act or omission of the Service Provider, its employees, its agents, in the performance of the services provided by contract, infringement of any patent, trademarks, copyrights etc. or such other statutory requirement.

19.30 The Service Provider shall provide all Ex-servicemen resources / security guards.

20. PAYMENTS

20.1 The Service Provider shall ensure payment to its personnel / guards employed for services to be rendered in PAA before 05th of each month.

20.2 The Service Provider shall submit the monthly bill before 5th of each month which will be duly verified by Chief Operating officer / Airport Manager PAA, BKIAP Peshawar. PAA will make payment of each month after deduction of withholding and other taxes / duties as per Income Tax Ordinance / other applicable laws within thirty days after tendering the bill.

20.3 The Service Provider shall be responsible for payment of its entire employee's wages, insurance premiums, salaries, allowances and all pay roll taxes / duties as per Income tax Ordinance / other applicable laws.

20.4 Salary each security guard shall be credited in his bank account and the proof of such transaction shall be produced as evidence by the Service Provider.

20.5 The Service Provider shall ensure the monthly wages of the guards that shall not be less than the minimum wages fixed by the Government. Any violation at any stage in this regard may lead for the termination of the contract with the Service Provider. Any increase during the contract period by the Government in minimum wages, difference will be borne by PAA alongwith difference of EOBI and SESSI only.

20.6 The Service Provider shall be solely responsible for all payments, liabilities and all other obligations of whatsoever nature pertaining to its staff/workers/guards who shall be deputed for the Services or may be specified from time to time.

20.7 In case of any theft / damaged at premises, the Service Provider will be responsible to pay entire losses to PAA as determined by the committee constituted by the Competent Authority.

21. GOVERNING LAW AND JURISDICTION OF COURTS

This contract shall be governed and constructed in accordance with the laws of Pakistan. In case of litigation by any party to this contract in relation to terms & conditions hereinto existing or otherwise, the courts of local jurisdiction only shall have jurisdiction to entertain and adjudicate upon situation.

22. PENALTY

22.1 Without prejudice to any other right and remedy available to PAA, the Service Provider shall be liable to the penalties mentioned in para 23.2 including but not limited to the following cases:

i. Delay beyond the timeline given by the PAA in taking over the security posts.
ii. Absence of guard from the security post.
iii. Performing duty without uniform, weapon, equipment etc.
iv. Dirty / un-presentable uniform.
v. Smoking / chewing pan /gutka/naswar during duty hours.
vi. Found sleeping, misbehaving, misconduct, unauthorized/illegal activities etc.
vii. Any other violation of the contract as determined by PAA.

22.2 In cases mentioned in para-supra, the Service Provider shall be liable to pay a penalty of Rs. 2,000/- per violation.

22.3 PAA shall be entitled to recover the amount (penalty whether imposed under this article or any other provision of the contract) from any amount payable by PAA to the Service Provider or from the Security Deposit.

22.4 The security company shall agree that the decision of PAA in respect of any of the aforesaid penalties or recoveries shall be final and binding upon the Service Provider and shall not be called into question in any manner whatsoever.

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS