

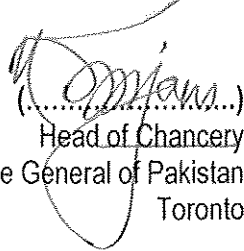
Consulate General of Pakistan
Toronto

TRTI-01

The Consulate General of Pakistan, Toronto intends to float a tender for "Expression of Interest (EOI) for repair and maintenance work at the Consul General's official residence (Pakistan House) in North York, Toronto. As per Rule-12 of Public Procurement Rules 2004 as notified by the Finance Division vide SRO No. 432 (I)/2004 dated June 8, 2008 and SRO No. 591(I)/2022 dated 10th May, 2022, we are required to float the tender notice and bidding documents on PPRA's website (www.ppra.org.pk).

2. The PPRA is therefore, requested to make necessary arrangements for uploading the tender notice alongwith complete set of bidding documents (comprising 09 pages) on the PPRA website at the earliest. The copy of tender notice and bidding documents is attached.

Encl: As above.


Head of Chancery
Consulate General of Pakistan
Toronto

PPRA, (Mr. Rizwan Mahmood, Director - MIS), Islamabad

Consulate General of Pakistan, Toronto, U.O. No. MS-1/02/2020 dated 2 June, 2023

info@ppra.org.pk

MBC

BIDDING DOCUMENTS

FOR

REPAIR & MAINTAINENCE OF CONSUL GENERAL'S RESIDENCE

Head of Chancery

Consulate General of Pakistan,

7880 - Keele Street, Unit 14, Vaughan, Ontario, L4K 4G7,

Toronto (Canada)

Phone: +1-905 532-0042-43

**Email: pareptoronto@mofa.gov.pk
pakconsulate@pakmission.ca**

02 June, 2023

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Section-I: Invitation to Bid

Consulate General of Pakistan
Toronto

TENDER NOTICE

Consulate General of Pakistan Toronto (Canada) invites bids from experienced and well reputed firms for the repair and maintenance work at the Consul General's residence (Pakistan House), Toronto as per the details given in the bidding document.

2. The bidding document containing relevant details can be obtained from the address mentioned below on any working day during office hours. Alternately, the same can be downloaded from the website of the Public Procurement Regulatory Authority: www.ppra.org.pk.

3. Single stage – One envelope procedure will be followed. All bids received shall be opened and evaluated in the manner prescribed in the bidding documents.

4. Bids must reach the Consulate General of Pakistan, Toronto, at the address given below, before 1000 hours (Toronto Time) on 23rd June, 2023 either through personal delivery or registered post/courier and will be opened the same day at 1030 hours in the presence of bidders or their authorized representatives who may choose to attend the same.

5. The Consulate General of Pakistan Toronto reserves the right to accept or reject any bid in accordance with PPRA Rules.

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Consulate General of Pakistan,
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pakconsulate@pakmission.ca

SECTION - II: Terms & Conditions

- 1) The bids will be governed by Single stage – One envelope procedure. The bid shall comprise a package containing one single envelope containing the proposal.
- 2) The Bid Opening Committee will open the bids on 23rd June, 2023 in the presence of bidders or their representatives, who may choose to be present.
- 3) The proposal shall be evaluated in a manner prescribed in these bidding documents, and the bids not conforming to specified requirements will be rejected. No amendment will be allowed in the proposal after opening.
- 4) The firms may submit specifications, photographic evidence, catalogue, video clips, physical samples, or any other mode to demonstrate the quality of goods/items in their proposals.
- 5) The proposals of the bidders shall be opened publicly at a time and date specified in the tender documents.
- 6) The bids will be evaluated on the basis of "Least cost method".
- 7) The Bid validity period shall be 15 days from the date of bid opening, and the firm will ensure completion of work within a period of 30 days from the issuance of the work order.
- 8) Bidders shall quote the rates in Canadian Dollars with all applicable taxes and transportation cost for delivery of goods in the bidding price. Use of white fluid or over-writing will not be accepted.
- 9) The successful bidder shall submit bid securing declaration on the format prescribed by the PPRA as stipulated in Rule 25 of Public Procurement Rules 2004.
- 10) The successful bidder may discharge its obligations itself or through its authorized agent, duly notified in writing.
- 11) The Consulate General reserves the rights to accept or reject any or all bids in accordance with existing PPRA-Rules.

Section - III: Instructions to Bidders

1. All bidders should understand and know the exact nature, type and quantum of work before submitting their bids.
2. If the bidder(s) need(s) any clarification / information, he/she should contact the Consulate General before the date of opening of bids at the contact details provided in Section I.
3. Prices quoted in the bid should be inclusive of all applicable taxes.
4. Quoted prices must be mentioned in words and figures both. In case of any error, price quoted in words will govern. Any proposals with over-writing or cutting will not be accepted and the bid will be rejected.
5. Each and every page of the tender document must be signed and stamped by the bidder or should be on the letterhead of the firm.

SECTION - IV: EVALUATION CRITERIA

The bids will be evaluated on the basis of Least Cost Method.

SECTION - V: List of Goods / Bill of Quantities

Sr. No.	Description
1.	Re-location and Re-installation of Flag Pole
2.	Repair of Main Front Entrance Stairs
3.	Polishing of Main Entrance Wooden Floor
4.	Installation of Door Bell (RING Company)
5.	Replacement of Thermostat of Heating System (NEST)
6.	Replacement of Smoke Detectors
7.	Service/ Repair of Kitchen Exhaust (Main Kitchen)
8.	Service/ Repair of Gas Burner & Oven in Main Kitchen
9.	Service/ Repair of Electric Oven in Main Kitchen
10.	Service/ Repair of Microwave Oven in Main Kitchen
11.	Polishing of Kitchen Cabinets
12.	Installation of missing Drawer Knobs
13.	Service/ Repair of Fire Places Internal Units – 03 No
14.	Service/ Paint of Fire Places outdoor units – 03 No
15.	Repair of Bathroom Jacuzzis – 02 No
16.	Replacement of Lights with LEDs
17.	Repair/ Service of all Window Mechanisms
18.	Gutter cleaning of all Roof water outlets
19.	Repair of Rear Window Shade (Motorized)
20.	Service of Central AC Unit including Silicon Cocking
21.	Service of Central Heating System
22.	Repair of Central Vacuum System
23.	Vent Cocking (external) – 03 Vents
24.	Replacement of Retractable Water Pipe
25.	Concealment of all open wires (Internal & External)
26.	Laminate Flooring in Basement Dining Area
27.	Repair/Service of Dish Washer in the Basement Dining Area
28.	Repair/ Service of Cooking Range in Basement Dining Area
29.	Ceiling Leakage treatment in Kitchen
30.	Ceiling Leakage treatment in Basement Dining Area
31.	Internal Paint
32.	Installation of Curtain Rods (05 windows)

Certified that the List of goods/services is serially numbered from 01 to 32.

Consulate General of Pakistan
Toronto

SECTION - VI: FORM OF BID

(To be filled, signed and stamped by the bidder, OR to be submitted on Letter- head of the firm)

Sr. No.	Description	Specification	Cost (CAD)
1.	Flag Pole	Re-location and Re-installation	
2.	Main Front Entrance Stairs	Repair	
3.	Main Entrance Wooden Floor	Polishing	
4.	Door Bell (RING Company)	Installation	
5.	Thermostat of Heating System (NEST)	Replacement	
6.	Smoke Detectors	Replacement	
7.	Kitchen Exhaust (Main Kitchen)	Service/ Repair	
8.	Gas Burner & Oven in Main Kitchen	Service/ Repair	
9.	Electric Oven in Main Kitchen	Service/ Repair	
10.	Microwave Oven in Main Kitchen	Service/ Repair	
11.	Kitchen Cabinets	Polishing	
12.	Drawer Knobs	Installation	
13.	Fire Places Internal Units – 03 No	Service/ Repair	
14.	Fire Places outdoor units – 03 No	Service/ Paint	
15.	Bathroom Jacuzzis – 02 No	Repair	
16.	Lights with LEDs	Replacement	
17.	Window Mechanisms	Repair/ Service	
18.	Roof water outlets	Gutter cleaning	
19.	Repair of Rear Window Shade (Motorized)	Repair	
20.	Central AC Unit including Silicon Cocking	Service	
21.	Service of Central Heating System	Service	
22.	Repair of Central Vacuum System	Repair	
23.	Vent Cocking (external) – 03 Vents	Vent cocking	
24.	Replacement of Retractable Water Pipe	Replacement	
25.	All open wires (Internal & External)	Concealment	
26.	Basement Dining Area	Lamination	
27.	Dish Washer in the Basement Dining Area	Repair/ Service	
28.	Cooking Range in Basement Dining Area	Repair/ Service	
29.	Kitchen	Leakage treatment	
30.	Basement Dining Area	Leakage treatment	
31.	House internal paint	Paint	
32.	Curtain rods (05 No)	Installation	
	Total Price of Goods/ services		
	Grand Total - Including All Applicable Taxes		
	Grand Total in Words:		

Signature: _____

Stamp: _____

Date: _____

SECTION - VII: Undertaking by the Bidder

Each bidder shall submit and undertaking as per specimen below regarding accuracy of information provided and to the effect that the firm is not involved in any illegal activity:

Undertaking

(To be filled, signed and stamped by the bidder, OR to be submitted on Letter- head of the firm)

It is certified that the information furnished herein and as per the documents submitted is true and correct to the best of my knowledge and nothing has been concealed or tampered with.

2. We have gone through the conditions of tender / bidding documents and are liable to any legal action for furnishing false information / documents.

3. We hereby undertake that we have not been blacklisted or rendered ineligible for corrupt and fraudulent practices, or other reasons(s), by any private organization or government organization.

SIGNATURE:

STAMP/SEAL OF THE FIRM (OR ON LETTER-HEAD OF THE FIRM):

DATE:

SECTION - VIII: Bid Securing Declaration

(To be filled, signed and stamped by the bidder, OR to be submitted on Letter- head of the firm)

Date: _____

Bid No.: _____

To: Consulate General of Pakistan, Toronto (Canada)

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:

- (a) have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid.
- (b) Disagreement to arithmetical correction made to the Bid price; or
- (c) 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, if so required by the procuring agency 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.

Signature: _____

Name of the Firm: _____

Dated: _____

Seal/ Stamp (Or on Company Letter head):