



**Renovation/Constructions, minor repairs and, refurbishing of BOK
Existing and New Offices and Branches under Framework Contract
Single Stage Two Envelopes**

Pre-Bid Meeting	13 January 2020, at 2.30 PM
Last Date for Submission:	20 January 2020, at 2.30 PM
Opening of Tender:	20 January 2020, at 3.00 PM

Note: The prospective bidder is expected to review the bid Documents carefully, including all Terms & Conditions. Failure to furnish all information required under the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in all respect, may result in the rejection of the Bid.

Tender No. BOK/Proc/GSD/02/Jan/2020

The Bank of Khyber intend to select reputable contractors/firms/companies for Renovation/Constructions, minor repairs works and refurbishing of BOK Existing and New Offices and Branches under Framework Contract, Under KPPRA Act and Rules.

Scope of Works:

Selection of bidders shall be carried as per following Province Wise Zones and each zone contained Lot-1 to Lot-3, for Renovation/Construction, Minor Repairs and refurbishing.

- Zone-1 KPK, Gilgit Baltistan, All FATA, All Agencies
- Zone-2 Punjab, Capital Territory & Azad Jamu Kashmir
- Zone-3 Sindh
- Zone-4 Baluchistan
- LOT-1: Full Branch renovation: The qualified bidder will be responsible for doing the full branch renovation works in respective area / province. The average branch renovation cost is Rs.5.5 Million. The cost can be increased or decreased as per site requirements.
- LOT-2: Refurbishing Works: The qualified bidder will be responsible for doing the refurbishing works in respective area / province. The average branch refurbishing cost is Rs.2.5 Million. Under this lot, the qualified bidder can work upto maximum cost of Rs.2.5 million / project.
- LOT-3: Minor Works: The qualified bidder will be responsible for doing the minor renovation works in respective area / province. Under this lot, the qualified bidder can work upto maximum cost of Rs.500, 000/project.

BOQ and Designed are attached for Lot-1 to Lot-3.

Mandatory Requirement.

Sealed envelop, clearly marking the tender description, should be submitted in a single stage two envelopes basis duly completed in all respects. Bidders are required to submit its Proposal in accordance with the **Mandatory Requirements** as mentioned below. Failing to which the proposal will not be considered.

#	Mandatory Requirements	Proof to be attached Yes/No
1	The bidder/firm must be registered entity.	
2	The bidder should be an Active Tax Payer.	
3	Bidder for Lot-1 and Lot-2 shall be registered with Pakistan Engineering Council. Valid Certification shall be attached. Expired PEC registration shall not be entertained.	
4	The bidder should be an KPRA registered having active status. In case of fresh application for registration, KPRA acknowledgement should be attached.	
5	The bidder should have at-least 5 years' experience since incorporation of business, shall be eligible to participate in the tender. Evidence shall be attached .	
6	Bidder must have executed similar works frame work contracts at least 3 with Banks / having 150 and above branches network. Evidence to be attached. Only for Lot-1 and Lot-2.	
7	Details of offices throughout Pakistan, Especially Offices in major cities of Pakistan with complete addresses preferably Peshawar, Lahore, Karachi, Quetta. Only for Lot-1 and Lot-2.	
8	Details of Technical Staff and machinery specially in the field of Renovation/Constructions. Only for Lot-1 and Lot-2	
9	The bidder shall provide undertaking on stamp paper dully attested by notary public that they have not been blacklisted by any of the Provincial / Federal Government or organizations of the State / Federal Government in Pakistan. The bidder should not be in litigation with its customers/clients.	
10	Bidder shall provide last three year audited balance sheets. Audited by Chartered Accountant Firms/Chartered Accountant. Only for Lot-1 and Lot-2. Bidders for Lot-3 shall submit their banks accounts statement for 3 years.	
11	Bidders for Lot-1 and Lot-2 shall provide Rs.300,000/- bid security (any banking instrument excluding pay order) with financial Proposal. Under taking of bid security on stamp paper duly attested by the Notary Public with attached with technical proposal.	
12	Bidders for Lot-3 shall provide Rs.150,000/- bid security (any banking instrument excluding pay order) with financial Proposal. Under taking	

	of bid security on stamp paper duly attested by the Notary Public with attached with technical proposal.	
13	Bidder shall provide undertaking on stamp paper dully attested by notary public for provision of performance guarantee (issue by schedule bank) in favor of The Bank of Khyber.	
14	Bidder shall provide Integrity pact on stamp paper dully attested by notary public.	
15	Bidder shall provide fair charges on stamp paper dully attested by notary public.	
16	Bidder shall stamp and sign each page of this bid document.	

Technical Evaluation for Lot-1 and Lot-2.

S.NO.	Description	Total Marks	Mark Obtained
Part-A Company Profile Total 40 Marks			
1	Overall Experience in Construction / Renovation 10 Years and above=15 marks 6-9 Year = 12 marks 5 Years = 10 marks Less than 5 year=0	15	
2	Framework Contracts 5 and above = 15 marks 4 contracts = 12 marks 3 contracts =10	15	
3	Civil Engineer, Must be graduate in Civil engineering with minimum 5 years experience in relevant field (01 No's)	5	
4	Supervisor, with minimum 5 years' experience in relevant field. (01 No's)	5	
30 Marks out of 40 marks is mandatory			
Part-B Site visits total 35 Marks			
5	At least 5 branches of Banks visit each site 8 Marks		
32 Marks out of 40 marks is mandatory			

Part-C Company Financials Total 25 Marks			
6	Company turn over for the last three years Minimum Rs.50 (Million), verified from the Audit Financial Accounts. Rs.50 (Million) and above = 25 Marks Less than Rs.50 Million and greater than Rs.25 (Million)=15 marks	25	
	15 marks out of 25 marks is mandatory		

Award of Framework contract Machoisim

No Technical evaluation for Lot-3, bidders, successful bidder of Lot-3 shall be declared on the basis of mandatory requirement and lowest grand total (per sq feet) of quoted prices in BOQ.

Bidder for Lot-1 and Lot-2 shall obtained mandatory marks of each part of Technical evaluation i.e. Part A to C.

Lowest grand (per sq feet) total of BOQs of Lot-1 and Lot-B bidders shall be declared as successful bidder, subject Lot-1 and Lot-2 bidder obtained mandatory marks of A,B, and C category of Technical Evaluation, irrespective ranking in technical evaluation report.

Terms & Condition

1. The Procurement shall be conducted in accordance with the Khyber Pakhtunkhwa Procurement Rules 2014 on **Single Stage Two Envelopes Procedure**. Envelopes clearly marked as Technical Proposal and Financial Proposal separately.
2. Company seal / stamp must be fixed on the Proposals.
3. Bidders can apply in all Province Wise Zones and all three lots, or any of their choice in **two envelopes**.
4. Bank reserve the right to assign work to any successful bidder in any Province Wise Zone and Lot, according their approved rate.
5. All the firms applied for the Tender must provide documents in line with the Mandatory requirements and should qualify the mandatory requirements. **If any firm fails to qualify the mandatory requirements, bid shall be considered as nonresponsive bid.**
6. Bids not complying with all the given clauses in this tender document are liable to be rejected.

7. Bidders for Lot-1 and Lot-2 shall provide Bid Security of Rs.300,000/- (Any banking instrument excluding pay order) attached with financial proposal in separate sealed envelope in favor of The Bank of Khyber. Under taking on stamp paper confirmation of bid security shall be attached with Technical proposal.
8. Bidders for Lot-3 shall provide Bid Security of Rs.150,000/- (Any banking instrument excluding pay order) attached with financial proposal in separate sealed envelope in favor of The Bank of Khyber. Under taking on stamp paper confirmation of bid security shall be attached with Technical proposal.
9. Successful bidders of Lot-1 and Lot-2 shall provide Rs.500,000/- performance Bank guarantee (issued by Bank only) in favour of The Bank of Khyber before execution of framework contract. Other bid securities will be returned.
10. Successful bidders of Lot-3 shall provide Rs.200,000/- performance Bank guarantee (issued by Bank only) in favour of The Bank of Khyber before execution of framework contract. Other bid securities will be returned.
11. The prices quoted shall remain valid for 120 days, after the date of opening the financial proposal.
12. All prices quoted must be in PKR inclusive of all Taxes applicable, such as GST, Income Tax, etc.
13. The Bank of Khyber will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
14. Successful bidder of all lots shall execute agreement with Bank initially for period of one year, second year renewal shall be done on satisfactory performance of the bidders.
15. Successful bidders of all lots prices shall be locked for two years, during the period two years contract no escalation shall be allowed.
16. Mode of payment against bills Lot-1 and Lot-2:
 - First Running Bill on completion of 50% works on satisfactory report on works from Construction and Renovation Department.
 - Second running bill on completion of branch 25% from remaining amount.
 - Final Bill on completion on satisfactory report on works from Construction and Renovation Department.

- 5% retention money will be deducted from all bills, and same will be released after completion of 6 months of work completed.
17. No revised bids will be allowed.
 18. Bank reserve the right to add any additional work in on going work on same terms and conditions with limitation of original work order.
 19. Any bid submitted after due date and time will not be entertained.
 20. This bid document shall prevail over the company's own standard terms and conditions.
 21. For clarification and queries proper written request shall be sent to Procurement Department related to Bid documents 7 days before the bid opening through courier service.
 22. If any successful bidder required advance against the work order, they shall provide Mobilization Advance Bank Guarantee equivalent to Advance required, Advance should not be 50% of the total work order.
 23. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
 - Received without Bid Security;
 - It is received after the date and time fixed for its receipt;
 - The tender document and the bid is unsigned;
 - The offer is ambiguous;
 - The offer is conditional i.e. No advance payment, currency fluctuations etc.
 - The offer is from blacklisted firm in any Federal / Provincial Govt. Dept.:
 - Hand written bids shall NOT be accepted; it must be typed.
 24. Pre bid meeting will be held on 13 January 2020, at 2.30 PM the Office of, Incharge Procurement Department, at 29 A The Mall, Peshawar Cantt.
 25. Bidders are required to submit sealed proposals to the office of the In-Charge Procurement Department, The Bank of Khyber on or before 20 January 2020, at 2.30 PM. Tender Opening on same day at 3.00 PM at The Bank of Khyber, Head Office.

In-Charge Procurement

The Bank of Khyber

29-A, The Mall, Peshawar Cantt.

Phone No: 0915275352.

Company Name

Authorize Personnel

Email Address

Mailing Address

Cell Number

Landline Number.

(On stamp paper without mentioning the Bid Amount)

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS OF GOODS

Contract No. _____ Dated _____ Contract Value: **[To be filled in at the time of signing of Contract]** Contract Title: _____ [name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from The Bank of Khyber or any administrative subdivision or agency thereof or any other entity owned or controlled by The Bank of Khyber through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from The Bank of Khyber, 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 The Bank of Khyber and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to The Bank of Khyber under any law, contract or other instrument, be voidable at the option of The Bank of Khyber.

Notwithstanding any rights and remedies exercised by the Bank of Khyber in this regard, [name of Supplier] agrees to indemnify The Bank of Khyber for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to The Bank of Khyber in an amount equivalent to ten times 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 The Bank of Khyber.

Name of Seller/Supplier: , Signature: {Seal},

Notary Public:

(to be filled on Stamp paper dully attested from Notary public)

Fair Price Certificate
(TO BE ENCLOSED WITH BID DOCUMENT)

I/We, M/S

hereby certify that prices quoted by us against The Bank of Khyber, for the tender No. are the lowest and most competitive as generally applicable to all other buyers and or sold through our agents as per prevailing international market as on the date of quote and if it is established at any stage that these were higher we shall be held responsible and agree to pay immediately the differential to The Bank of Khyber.

SIGNATURE AND SEAL OF THE
BIDDER/MANUFACTURER/SOLE AGENT/AUTHORIZED DEALER

(must be on stamp paper duly attested by notary public)

UNDERTAKING FOR PROVISION OF BANK PERFORMANCE GUARANTEE

We M/s _____ hereby undertake that

upon declaration of successful bidder of bok tender No.

for Procurement of Passenger and cargo lifts its installation, commissioning, testing,

operation and maintenance, at BOK HO Tower 24 the Mall, Peshawar, we shall be bound

to submit Performance Guarantee issued by schedule Bank in favour the Bank Of Khyber

10% of the total bid amount.

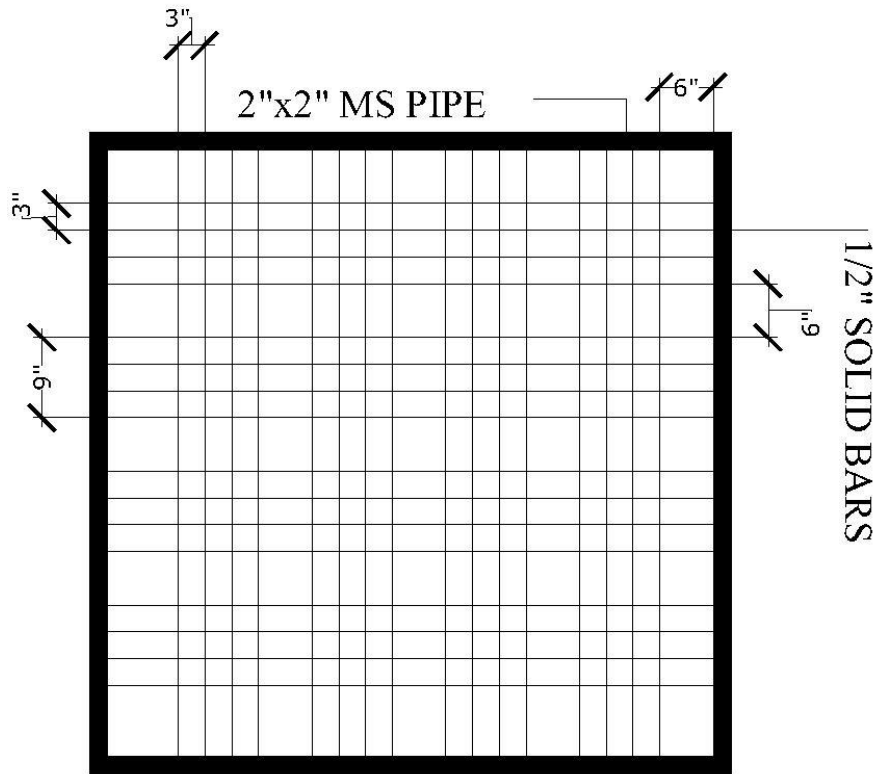
M/s.

Witnesses

1.

2 .

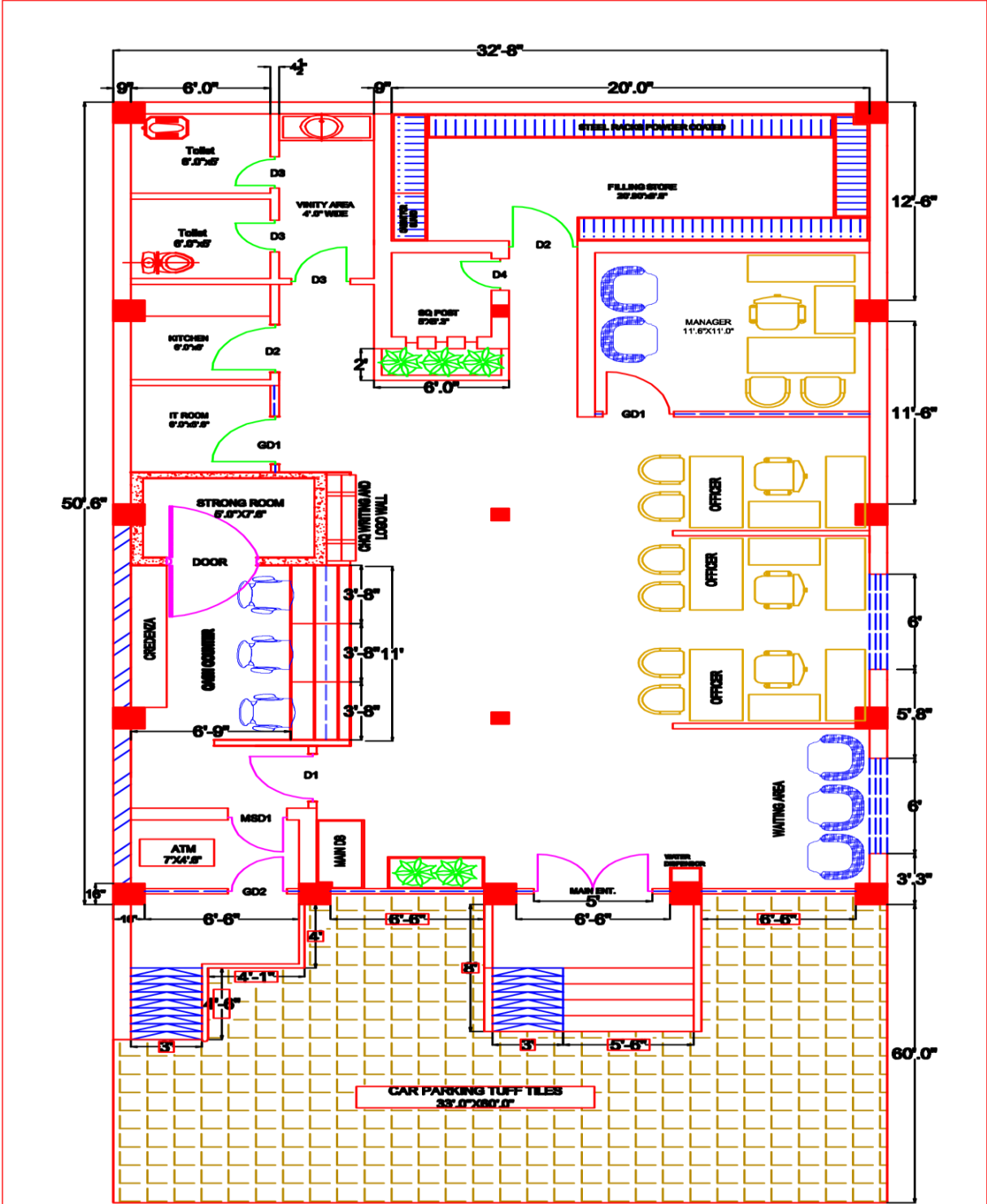
Notary Public



GENERAL NOTES

1. FRAM 2"X2"MS PIPE
2. INNER BARS $\frac{1}{2}$ "O SOLID BARS
3. LARGE CELL 6"X6"
4. SMALL CELL 3"X3"
5. THE INNER $\frac{1}{2}$ "O BARS MUST BE SOLID
6. THE FIXING OF GRILL FRAME WITH FLOOR
MUST BE WITH RAWAL BOLTS
7. NAIL FIXING IS NOT ACCEPTIBLE

**TYPICAL SAFETY GRILL DESIGN
THE BANK OF KHYBER**



GROUND FLOOR
AREA 1650 sqft

PROJECT	BRANCH	FURNITURE PLAN	CHECKED BY
BOK THE BANK OF KHYBER	TYPICAL PLAN	DRAWN BY SYED SHAKIR ALI SHAH	APPROVED BY