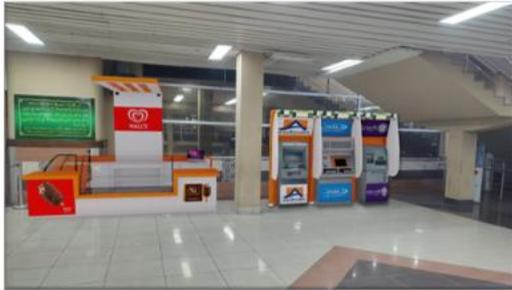




REQUEST FOR PROPOSAL (RFP)



RENTING OUT SPECIFIED AREAS FOR ADVERTISEMENT / MARKETING AND LEASING INSIDE & OUTSIDE OF 26 ORANGE LINE METRO TRAIN STATIONS IN LAHORE



PUNJAB MASSTRANSIT AUTHORITY (PMA)

Government of the Punjab

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March 2024

Table of Contents

SECTION-I: INVITATION TO BIDS	5
1.1 INVITATION TO BID.....	6
SECTION-II: INSTRUCTIONS TO BIDDERS (ITB)	7
2.1. INTRODUCTION	7
2.1.1 Scope of Bid.....	7
2.1.2 Source of Funds	7
2.1.3 Eligible Bidders	8
2.1.4. Cost of Bidding.....	10
2.1.5. One person one bid	11
2.1.6. Work Plan/Deputation Plan	11
2.2. THE BIDDING DOCUMENTS	12
2.2.1. Content of Bidding Documents.....	12
2.2.2. Clarification of Bidding Documents	13
2.2.3. Amendment of Bidding Documents	14
2.3. PREPARATION OF BIDS	15
2.3.1. Language of Bid.....	15
2.3.2. Bid Form.....	15
2.3.3. Bid Prices.....	15
2.3.4. Bid Currencies	15
2.3.5. Documents Establishing Bidder’s Eligibility and Qualification	16
2.3.6. Bid Security	16
2.3.7. Period of Validity of Bids	17
2.3.8. Format and Signing of Bid.....	17
2.3.9. Minimum Wage rates/all applicable taxes	18
2.4. SUBMISSION OF BIDS	18
2.4.1 Sealing and Marking of Bids	18
2.4.2 Deadline for Submission of Bids	20
2.4.3 Late Bids.....	20
2.4.4. Modification and Withdrawal of Bids	21
2.5. OPENING AND EVALUATION OF BIDS	21
2.5.1. Opening of Bids by The Lessor	21
2.5.2. Confidentiality	22
2.5.3. Clarification of Bids.....	23
2.5.4. Preliminary Examination	24
2.5.5. Examination of Terms and Conditions; Technical Evaluation.....	25
2.5.6. Correction of Errors	25
2.5.7. Conversion to Single Currency	26
2.5.8. Post-qualification & Evaluation of Bids	26
2.5.9. Contacting The Lessor.....	26
2.5.10. Grievance Redressal.....	27
2.6. AWARD OF CONTRACT.....	28
2.6.1. Notification of Award	28
2.6.2. Performance Guarantee	28

2.6.3. Signing of Contract/ Issuance of work Order.....	28
2.6.4. Award Criteria	29
2.6.5. Lessor’s Right to Vary Quantities at Time of Award.....	29
2.6.6. Lessor’s Right to Accept or Reject All Bids	29
2.6.7. Re-Bidding.....	29
2.6.8. Corrupt or Fraudulent Practices	31
SECTION-III. TECHNICAL SPECIFICATIONS	32
3.1. SCOPE OF SERVICES.....	33
3.2 ROLES & RESPONSIBILITIES	44
SECTION-IV: BID DATA SHEET	48
4.1. BID DATA SHEET (BDS).....	49
QUALIFICATION CRITERIA (ANNEX-A).....	52
SECTION-V: GENERAL CONDITIONS OF CONTRACT	53
1. DEFINITIONS.....	53
2. APPLICATION	54
3. COUNTRY OF ORIGIN.....	54
4. STANDARDS	54
5. USE OF CONTRACT DOCUMENTS AND INFORMATION; INSPECTION AND AUDIT BY THE LESSOR	54
6. PERFORMANCE GUARANTEE	55
7. INCIDENTAL MATERIAL	55
8. PAYMENT	56
9. PRICES	57
10. CHANGE ORDERS	57
11. CONTRACT AMENDMENTS	57
12. ASSIGNMENT.....	57
13. SUB-CONTRACTS	57
14. DELAYS IN THE TENANT / LESSEE’S PERFORMANCE.....	58
15. LIQUIDATED DAMAGES.....	58
16. TERMINATION FOR DEFAULT.....	58
17. FORCE MAJEURE.....	60
18. TERMINATION FOR INSOLVENCY	61
19. TERMINATION FOR CONVENIENCE.....	61
20. RESOLUTION OF DISPUTES	61
21. GOVERNING LANGUAGE	61
22. APPLICABLE LAW	62
23. NOTICES.....	62
24. TAXES AND DUTIES.....	62
25. CHANGE IN MINIMUM WAGE RATE.....	62
26. EXTENSION IN CONTRACT PERIOD	62
SECTION-VI. SPECIAL CONDITIONS OF CONTRACT	63
SPECIAL CONDITIONS OF CONTRACT.....	64
1. Definitions (GCC Clause 1).....	64
2. Security Deposit (Performance Guarantee) (GCC Clause 6).....	64

3. Incidental Materials (GCC Clause 7).....	64
4. Payment (GCC Clause 8).....	64
5. Prices (GCC Clause 9).....	65
6. Penalties or Liquidated Damages due to Non-Performance of Services (GCC Clause 15).....	65
7. Resolution of Disputes (GCC Clause 20)	65
8. Governing Language (GCC Clause 21)	65
9. Applicable Law (GCC Clause 22)	66
10. Notices (GCC Clause 23).....	66
SECTION-VII. SCHEDULE OF REQUIREMENTS.....	67
SECTION-VIII: SAMPLE FORMS.....	68
8.1 BID FORM.....	69
8.2 BIDDER’S JV MEMBERS INFORMATION FORM.....	71
8.3. BIDDER PROFILE FORM.....	72
8.4. GENERAL INFORMATION FORM.....	73
8.5. AFFIDAVIT	74
8.6. TECHNICAL BID FORM.....	75
8.7. CONTRACT FORM	76
8.8. FINANCIAL BID FORM/PRICE SCHEDULE	77
8.9. PRICE BREAKDOWN SCHEDULE.....	78
8.10. PERFORMANCE GUARANTEE/SECURITY DEPOSIT	79

Section-I: Invitation to Bids

1.1 Invitation to Bid



Punjab Masstransit Authority
Government of the Punjab



INVITATION TO BID

RENTING OUT SPECIFIED SPACES FOR ADVERTISEMENT / MARKETING AND LEASING INSIDE & OUTSIDE OF 26 ORANGE LINE METRO TRAIN STATIONS IN LAHORE

Punjab Masstransit Authority invites Sealed Bids from eligible bidders engaged in provision of similar services, registered with Tax Department (Income Tax). Under single stage – two envelope procedure.

PACKAGE No.	Category-1	Category-2	Category-3	Category-4	RESERVE PRICE IN PKR PER MONTH
1	G.P.O	WAHDAT ROAD	SABZAZAR	CANAL VIEW	6.5 MILLION
2	ANARKALI	U.E.T	AWAN TOWN	HANJARWAL	6.5 MILLION
3	RAILWAY	BAND ROAD	PAKISTAN MINT	–	5.3 MILLION
4	THOKAR NIAZ BAIG	SALAHUDDIN ROAD	ISLAM PARK	–	5.3 MILLION
5	ALI TOWN	CHAUBURJI	SALAMATPURA	–	5.1 MILLION
6	DERA GUJRAN	SULTANPURA	MAHMOOD BOOTI	–	5.1 MILLION
7	SHALAMAR GARDEN	BAGHBANPURA	SAMANABAD	–	5.1 MILLION
8	LAKSHMI	GULSHAN-E-RAVI	KHATAM-E-NABUWAT	–	5.1 MILLION

Total Reserve Monthly Rental Price for all Orange Line Metro Train Station Packages: 44 MILLION

1. RFP documents carrying all details are immediately available after publication of press advertisement and can be downloaded from PMA's website <http://pma.punjab.gov.pk> and PPRA's website <http://ppra.punjab.gov.pk>.
2. A pre-bid / clarification meeting will take place at 1100 Hours on 26th March 2024 at PMA office (address given below) for the applicants who wish to attend.
3. Interested eligible bidders (if the necessary) may obtain further information regarding this bidding by requesting in writing from PMA at the address given below before the commencement of clarification meeting.
4. All bids must be accompanied by a Bid Security of PKR 500,000/- Per Package in the form of CDR/ Demand Draft/ Pay Order issued by a scheduled bank regulated by State Bank of Pakistan in the name of "MASSTRANSIT AUTHORITY NON-FARE REVENUE (NFR) FUND ACCOUNT".
5. A bidder can submit bid for one or more packages. However, additional Bid Security of PKR 500,000/- shall be submitted as part of the bid for each additional Package as detailed in Clause – 4 above.
6. Bids must be delivered to the addressee below on or before 4th April 2024 at 1100 Hours.
7. The bids will be opened on the same day i.e. 4th April 2024 at 1130 Hours the same address given below in the presence of the bidders' representatives who may choose to be present at the time of bid opening.
8. Bid Security will be returned to the unsuccessful bidders after completion of the bidding process.
9. PMA will not be responsible for any cost or expense incurred by bidders in connection with the preparation or delivery of bids.
10. In case of official holiday on the last day of bid submission, the next day will be treated as closing date.
11. PMA reserves the right to cancel the bidding process at any time prior to the acceptance of a proposal.

IPL-2246

SECRETARY
PUNJAB MASSTRANSIT AUTHORITY (PMA)
5th Floor, Arfa Karim Software Technology Park, Main Ferozepur Road, Lahore, Pakistan
Phone 0345 1112329

Section-II: Instructions to Bidders (ITB)

2.1. Introduction

The salient features of the projects under PMA are here as under:

- Orange Line Metro Train Project (Dera Gujran to Ali Town)
- Total length of the corridor is approximately 27.1 Km.
- Portion from Ali Town to Chauburji and Lakshmi to Dera Gujran is elevated (25.4 Km)
- Estimated number of pillars/Columns in the elevated portion is 770.
- Portion from Chauburji to Lakshmi is underground (1.7 Km)
- There are total 26 Stations having average inter-distance of 1 km.
- Each station has two platforms for both directions.
- 24 numbers of stations are elevated while 2 stations (GPO and Anarkali) are underground.
- The access to the elevated stations is grade-separated. Each elevated station has two entrances except Lakshmi, Railway Station and Thokar Niaz Baig having four entrances. The entrances to underground stations i.e. GPO & Anarkali are at-grade with the exception of one entrance for GPO which is through pedestrian underpass.
- Two types of electronic fare media are used i.e. token and smart card which are validated through turnstiles in passenger lounge area before entering into the platforms.
- Each station excluding the platform level is centrally air conditioned.
- Each station is equipped with Passenger Information System which consists of LED screens.
- Train Operational hours are from 6:00 AM to 10:00 PM according to the current implemented schedule.
- There are 27 train sets each with 05 cars. Each train set is 100m in length with 20 doors. Each train set has a comfortable carrying capacity of 1000 passengers. The minimum headway between two train sets is 05 minutes.
- The average daily ridership is 270,000 passengers.

2.1.1 Scope of Bid i) The Lessor, as indicated in the Bid Data Sheet (BDS) invites bids for **RENTING OUT SPECIFIED AREAS FOR ADVERTISEMENT / MARKETING AND LEASING INSIDE & OUTSIDE OF 26 ORANGE LINE METRO TRAIN STATIONS IN LAHORE** as specified in the Section IV – Bid Data Sheet (BDS) and Section VII – Schedule of Requirements. The successful bidder(s) will be expected to provide the services for the specified period and timeline(s) as stated in the BDS.

2.1.2 Source of Funds i) The Lessor named in the Bid Data Sheet has received budget from the Government of Punjab. The Lessor intends to apply the provided funds/ a portion of this budget to make eligible payments under the contract for which the Invitation to bids has been issued.

2.1.3 Eligible Bidders

- i) The Invitation to Bids is open to all interested parties i.e. association of firms/companies/sole proprietors/ JVs, registered with relevant Registration Authorities and Tax Departments/Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.) [To be decided by The Lessor], except as provided hereinafter.
- ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by The Lessor to provide consultancy services for the preparation of the design, specifications, and other documents to be used for this bidding.
- iii) Government-owned enterprises may participate only if they are duly/legally authorized in this regard by the respective/relevant competent forum/authority.
- iv) Bidders shall not be under a declaration of blacklisting by The Lessor or any other government institution.
- v) In the case of a joint venture, consortium, or association, all members shall be jointly and severally 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, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract.

[It is upon Lessor to decide the participation of Bidders in J.V mode. The limit on the number of members of JV or Consortium or Association may be prescribed in BDS.]
- vi) The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to The Lessor.
- vii) Any agreement that form a joint venture, consortium or association shall be required to be submitted as part of the bid and shall be attested.
- viii) Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated or

post qualified with respect to its contribution only and the responsibilities of each party and shall not be substantially altered without prior written approval of The Lessor and in line with any instructions issued by the Authority.

- ix) The invitation for bids is open to all prospective bidder/Tenant / Lessee subject to any provisions or licensing/regulatory requirements issued by the respective national/ provincial professional statutory body established for that particular trade or business.
- x) A bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if they:
 - a) are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by The Lessor to provide consulting services for the preparation of the design, specifications and other documents to be used for the bidding of the services to be leased under this Invitation for Bids.
 - b) have controlling shareholders in common; or
 - c) receive or have received any direct or indirect subsidy from any of them; or
 - d) have the same legal representative for purposes of this Bid; or
 - e) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of The Lessor regarding this Bidding process; or
 - f) Submit more than one Bid in this Bidding process, however, this does not limit the participation of subcontractors in more than one Bid.
- xi) A Bidder may be ineligible if –
 - (a) the Bidder is declared bankrupt or, in the case of company or firm, insolvent;
 - (b) payments in favor of the Bidder is suspended in

- accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the national laws, in the total or partial loss of the right to administer and dispose of its property;
- (c) legal proceedings are instituted against such Bidder involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property;
- (d) the Bidder is convicted, by a final judgment, of any offence involving professional conduct;
- (e) The Bidder is debarred and blacklisted due to involvement in corrupt and fraudulent practices.
- (f) The Bidder is debarred and blacklisted in general (i.e. to the extent of all public bidding) due to consistent performance failure.
- (g) The firm, Tenant / Lessee and contractor is blacklisted/ debarred by any international organization.

- xii) Bidders shall provide to The Lessor evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.
- xiii) Bidders shall provide such evidence of their continued eligibility satisfactory to The Lessor, as The Lessor shall reasonably request.
- xiv) Bidders shall submit proposals relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten percent of the Bid price is envisaged.

2.1.4. Cost of Bidding

- i) The Bidder shall bear all costs associated with the preparation and submission of its Bid, and The Lessor named in the Bid Data Sheet, hereinafter referred to as "The Lessor," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process. -

2.1.5. One person one bid

- i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidder shall submit only one Bid in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.
- ii) No Bidder can be a sub-contractor while submitting a Bid individually or as a member of a joint venture in the same Bidding process.
- iii) A Bidder, if acting in the capacity of sub-contractor in any Bid, shall not submit bid for the same.

2.1.6. Work Plan/Deputation Plan

- i) The Bidder shall be responsible for the provision of bids as per work plan/deputation plan formulated by The Lessor and Lessor may also, from time to time amend the same as per its requirement.

2.2. The Bidding Documents

2.2.1. Content of Bidding Documents

- i) The services required, Bidding procedures, and contract terms are prescribed in the Bidding documents. The Bidding documents, inter alia, include:
 - (a) Invitation to Bids
 - (b) Instructions to Bidders (ITB)
 - (c) Technical Specifications
 - (d) Bid Data Sheet
 - (e) General Conditions of Contract (GCC)
 - (f) Special Conditions of Contract (SCC)
 - (g) Schedule of Requirements
 - (h) Bid Form
 - (i) Bidder Profile Form
 - (j) General Information Form
 - (k) Affidavit
 - (l) Technical Bid Form
 - (m) Contract Form
 - (n) Financial Bid Form / Price Schedule
 - (o) Check List
- ii) The Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents. Failure to furnish all information as required by the Bidding documents or to submit a Bid not substantially responsive to the Bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid.

- iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in **ITB 2.2.1 (i)** above, the said Bidding Documents will take precedence.
- iv) The Lessor is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from The Lessor or from its website or website of PPRA. Re-confirming from The Lessor that all pages/ contents have been properly and clearly received is the prime responsibility of the Bidder.

2.2.2. Clarification of Bidding Documents

- i) A prospective Bidder requiring any clarification of the Bidding documents may notify The Lessor in writing or by email at The Lessor's address indicated in Invitation to Bid/ Tender Notice/ Advertisement. The Lessor will respond in writing to any request for clarification of the Bidding documents which it receives no later than seven (7) days prior to the deadline for the submission of Bids prescribed in the Bid Data Sheet. Written copies of The Lessor's response (including an explanation of the query but without identifying) will be sent to all prospective Bidders that have received the Bidding documents.
- ii) A prospective Bidder requiring any clarification of the Bidding Documents may notify The Lessor in writing or in electronic form that provides record of the content of communication at The Lessor's address indicated in the **BDS**.
- iii) The Lessor will within three (3) working days after receiving the request for clarification, respond in writing or in electronic form to any request for clarification provided that such request is received not later than seven (7) days prior to the deadline for the submission of Bids. As prescribed in **ITB 2.2.2 (i), above**. However, this clause shall not apply in case of alternate methods of Bidding.
- iv) Copies of The Lessor's response will be forwarded to all identified Prospective Bidders through an expeditious identified source of communication, e.g.: e-mail etc., including a description of the inquiry, but without identifying its source.
- v) Should The Lessor deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under **ITB 2.2.3**.

- vi) If indicated **in the BDS**, the Bidder’s designated representative is invited at the Bidder’s cost to attend a pre-Bid / clarification meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents.
- vii) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Bidders who have obtained the Bidding Documents. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by The Lessor exclusively through the use of an Addendum pursuant to ITB 2.2.3. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

2.2.3. Amendment of Bidding Documents

- i) At any time prior to the deadline for submission of Bids, but not later than three (3) days before the closing time of the submission of Bid, The Lessor, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding documents by amendment.
- ii) All prospective Bidders that have received the Bidding documents will be notified of the amendment in writing or by email, and will be binding on them.
- iii) Before the deadline for submission of Bids, The Lessor 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 addenda.
- iv) Any addendum issued including the notice of any extension of the deadline shall be part of the Bidding Documents and shall be communicated in writing or in any identified electronic form, e.g. email that secures record of the content of subject communication.
- v) In order to allow prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, The Lessor, at its discretion, may extend the deadline for the

submission of Bids, in the manner similar to the original advertisements.

2.3. Preparation of Bids

- 2.3.1. Language of Bid**
- i) The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and The Lessor shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in same language.
- 2.3.2. Bid Form**
- i) The Bidder shall complete the Bid Form and the appropriate Price Schedule (Financial Bid) furnished in the Bidding documents, indicating the details of packages to be leased.
- 2.3.3. Bid Prices**
- i) The Bidder shall indicate on form 8.9 the unit prices (where applicable) and total Bid price of the package(s)[to be decided by The Lessor] the services of which it proposes to provide under the contract.
 - ii) Prices indicated on the Price Schedule shall be item wise/ package wise.
 - iii) The Bidder's separation of price components in accordance with ITB Clause 2.3.4(i) above will be solely for the purpose of facilitating the comparison of Bids by The Lessor and will not in any way limit The Lessor's right to contract on any of the terms offered.
 - iv) Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A Bid submitted with an **adjustable price quotation** will be treated as non-responsive and may be rejected.
- 2.3.4. Bid Currencies**
- i) Prices shall be quoted in **Pak Rupees** unless otherwise specified in the Bid Data Sheet.
 - ii) The Bidders must adhere to the minimum wage rate (notified by Labour & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization) while preparing financial bid.

2.3.5. Documents Establishing Bidder's Eligibility and Qualification

- i) Pursuant to ITB Clause 2.1.3, the Bidder shall furnish, as part of its Bid, documents establishing the Bidder's eligibility to Bid and its qualifications to perform the contract if its Bid is accepted.
- ii) The documentary evidence of the Bidder's eligibility to Bid shall establish to The Lessor's satisfaction that the Bidder, at the time of submission of its Bid, is eligible as defined under ITB Clause 2.1.3.
- iii) The documentary evidence, of the Bidder's qualifications to perform the contract if its Bid is accepted, shall establish to The Lessor's satisfaction:
 - (a) that the Bidder has the financial, technical capability necessary to perform the contract;
 - (b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.

2.3.6. Bid Security

- i) The Bidder shall furnish, as part of its Bid, a Bid security in the amount specified in the Bid Data Sheet.
- ii) The Bid security is required to protect The Lessor against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause 2.3.6. (vii).
- iii) The Bid security shall be in Pakistan Rupees and shall be in one of the following forms:
 - (a) Demand Draft (DD), Pay Order (PO) valid for at least 180 Days, beyond the validity of Bid. [to be decided by The Lessor keeping in view the time to be taken till award of contract or signing of contract agreement and chances of extension in Bid validity if any. The number of days will be expressed in word and figures].
- iv) Any Bid not secured in accordance with ITB Clauses 2.3.7 (i) & (ii) may be rejected by The Lessor as non-responsive.
- v) Unsuccessful Bidders' Bid security will be discharged or returned as promptly as possible.

"The financial proposal of the Bids found technically non-responsive shall be retained unopened and shall be returned on the expiry of the grievance period or the decision of the complaint, if any, filed by the non-responsive Bidder, whichever is later: provided that The Lessor may return the sealed

financial proposal earlier if the disqualified or non-responsive Bidder, contractor or consultant submits an affidavit, through an authorized representative, to the effect that he is satisfied with the proceedings of The Lessor”.

- vi) The successful Bidder’s Bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 2.6.1, and furnishing the Performance Guarantee / Security Deposit, pursuant to ITB Clause 2.6.2.
- vii) The Bid security may be forfeited:
 - a. if a Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
 - b. in the case of a successful Bidder, if the Bidder:
 - i. fails to sign the contract in accordance with ITB Clause 2.6.3; **or**
 - ii. fails to furnish Performance Guarantee / Security Deposit in accordance with ITB Clause 2.6.2; or
 - iii. is blacklisted.

2.3.7. Period of Validity of Bids

- i) Bids shall remain valid for the period specified in the Bid Data Sheet after the date of Bid opening prescribed by The Lessor. A Bid valid for a shorter period may be rejected by The Lessor as non-responsive.
- ii) In exceptional circumstances, The Lessor may solicit the Bidder’s consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made in writing (or by email). The Bid security provided under ITB Clause 2.3.7 shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security. A Bidder accepting the request will not be required nor permitted to modify its Bid.

2.3.8. Format and Signing of Bid

- i) The Bidder shall prepare an original and the number of copies of the Bid indicated in the Bid Data Sheet, clearly marking each “ORIGINAL BID” and “COPY OF BID,” as appropriate. In the event of any discrepancy between them, the original shall prevail.

- ii) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the Bid, shall be initialed by the person or persons signing the Bid.
- iii) Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the Bid.
- iv) The original and the copy or copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the **BDS** and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Bid, shall be initialed by the person or persons signing the Bid.
- v) Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder.
- vi) The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid and to contract execution if the Bidder is awarded the contract.

2.3.9. Minimum Wage rates and/or all applicable taxes

- i) The Bidders must adhere to the minimum wage rate (notified by Labour & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization) while preparing financial bid.

2.4. Submission of Bids

2.4.1 Sealing and Marking of Bids

- i) As per Rule 24, the Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as "ORIGINAL" and "COPY." The envelopes shall then be sealed in an outer envelope.
- ii) The inner and outer envelopes shall:
 - a. be addressed to The Lessor at the address given in the Bid Data Sheet; and

- b. bear the title of bidding Activity indicated in the Bid Data Sheet, the Invitation to Bids (ITB) title and number indicated in the Bid Data Sheet, and a statement: “DO NOT OPEN BEFORE..... (time and date),” [to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.4.2.]
- iii) The inner envelopes shall also indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared “late”.
- iv) If the outer envelope is not sealed and marked as required by ITB Clause 2.4.1 (i), The Lessor will assume no responsibility for the Bid’s misplacement or premature opening.
- v) In case of Single Stage One Envelope Procedure, the Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The envelopes shall then be sealed in an outer envelope securely sealed in such a manner that opening and resealing cannot be achieved undetected.
Note: The envelopes shall be sealed and marked in accordance with the bidding procedure adopted as referred in Rule-38 of PPR-2014, which shall have precedence.
- vi) The inner and outer envelopes shall:
 - a) be addressed to The Lessor at the address given in the **BDS**; and
 - b) bear the title of the subject bidding or Project name, as the case may be as indicated in the **BDS**, the Invitation to Bids (ITB) title and number indicated in the **BDS**, and a statement: “DO NOT OPEN BEFORE,” to be completed with the time and the date specified in the **BDS**, pursuant to **ITB 2.4.2.**
- vii) In case of Single Stage Two Envelope Procedure, The Bid shall comprise two envelopes submitted simultaneously, one called the **Technical Proposal** and the other **Financial Proposal**. Both envelopes to be enclosed together in an outer single envelope called the Bid. Each Bidder shall submit his bid as under:
 - a) Bidder shall submit his **TECHNICAL PROPOSAL** and **FINANCIAL PROPOSAL** in separate inner envelopes and enclosed in a single outer envelope.

- b) ORIGINAL and each copy of the Bid shall be separately Sealed and put in separate envelopes and marked as such.
 - (c) The envelopes containing the ORIGINAL and copies will be put in one sealed envelope and addressed / identified as given in BDS.
- viii) The inner and outer envelopes shall:
- a) be addressed to The Lessor at the address provided in the BDS;
 - b) bear the name and identification number of the contract as defined in the BDS; and provide a warning not to open before the time and date for bid opening, as specified in the BDS, pursuant to ITB 2.4.2;
 - c) In addition to the identification required in Sub- Clause (b) hereof, the inner envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared “late” pursuant to ITB.2.4.3.
- ix) If all envelopes are not sealed and marked as required by **ITB 2.4.1** or incorrectly marked, The Lessor will assume no responsibility for the misplacement or premature opening of Bid.

2.4.2 Deadline for Submission of Bids

- i) Bids must be received by The Lessor at the address specified under BDS no later than the time and date specified in the Bid Data Sheet.
- ii) The Lessor may, at its discretion, extend this deadline for the submission of Bids by amending the Bidding documents in accordance with ITB Clause 2.2.2 & 2.2.3 in which case all rights and obligations of The Lessor and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- iii) Bids shall be received by The Lessor at the address specified under **BDS** no later than the date and time specified in the **BDS**.

2.4.3. Late Bids

- i) Any Bid received by The Lessor after the deadline for submission of Bids prescribed by The Lessor pursuant to ITB Clause 2.4.2 will be rejected and returned unopened to the Bidder.
- ii) The Lessor shall not consider for evaluation any Bid that arrives after the deadline for submission of Bids.

iii) Any Bid received by The Lessor after the deadline for Submission of Bids shall be declared late, recorded, rejected and returned unopened to the Bidder.

2.4.4. Modification and Withdrawal of Bids

i) The Bidder may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification, including substitution or withdrawal of the Bids, is received by The Lessor prior to the deadline prescribed for submission of Bids.

ii) The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of Clause (i) A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked no later than the deadline for submission of Bids.

iii) No Bid may be modified after the deadline for submission of Bids.

iv) No Bid may be withdrawn in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security.

v) A Bidder may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid, is received by The Lessor prior to the deadline for submission of Bids.

vi) Revised bid may be submitted after the withdrawal of the original bid before the deadline for submission of Bids.

2.5. Opening and Evaluation of Bids

2.5.1. Opening of Bids by The Lessor

i) The Lessor will open all Bids, in public, 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 a register as proof of their attendance.

ii) Other envelopes holding the Bids shall be opened one at a time, in case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and of any

alternative Bid (if alternatives have been requested or permitted), any discounts, the presence or absence of Bid Security, Bid Securing Declaration and such other details as The Lessor may consider appropriate, will be announced by the Bid Evaluation Committee.

- iii) In case of Single Stage Two Envelope Procedure, The Lessor will open the Technical Proposals in public at the address, date and time specified in the **BDS** in the presence of Bidders` designated representatives who choose to attend and other parties with a legitimate interest in the Bid proceedings. The Financial Proposals will remain unopened and will be held in custody of The Lessor until the specified time of their opening.
- iv) The envelopes holding the Technical Proposals shall be opened one at a time, and the following read out and recorded: (a) the name of the Bidder; (b) the presence of a Bid Security, if required; and (c) Any other details as The Lessor may consider appropriate.
- v) Bids not opened and not read out at the Bid opening shall not be considered further for evaluation, irrespective of the circumstances.
- vi) Bidders are advised to send-in a representative with the knowledge of the content of the Bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent Bidder`s representative shall indemnify The Lessor against any claim or failure to read out the correct information contained in the Bidder`s Bid.
- vii) No Bid will be rejected at the time of Bid opening except for late Bids which will be returned unopened to the Bidder, pursuant to **2.4.3 (i)**.
- viii) The Lessor shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a withdrawal, substitution or modification, the Bid price if applicable.
- ix) The Bidders` representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder`s signature on the record shall not invalidate the contents and affect the record. A copy of the record shall be distributed to all the Bidders.
- x) A copy of the minutes of the Bid opening shall be furnished to individual Bidders upon request.
- i) 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

2.5.2.
Confidentiality

persons not officially concerned with such process until the time of the announcement of the respective evaluation report.

- ii) Any effort by a Bidder to influence The Lessor processing of Bids or award decisions may result in the rejection of its Bid.
- iii) Notwithstanding **ITB Clause 2.2.2** from the time of Bid opening to the time of contract award, if any Bidder wishes to contact The Lessor on any matter related to the Bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.

2.5.3. Clarification of Bids

- i) To assist in the examination, evaluation and comparison of Bids and post-qualification of the Bidders, The Lessor may, at its discretion, ask any Bidder for a clarification of its Bid including breakdown of prices. Any clarification submitted by a Bidder that is not in response to a request by The Lessor shall not be considered.
- ii) The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted. Whereas in case of Single Stage One Envelope Procedure, only the correction of arithmetic errors discovered by The Lessor in the evaluation of Bids should be sought in accordance with ITB Clause 2.5.6.
- iii) 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:
 - a) evaluation & qualification criteria.
 - b) required scope.
 - c) all securities requirements.
 - d) tax requirements.
 - e) Terms and conditions of bidding documents.
 - f) change in the ranking of the Bidder.
- iv) From the time of Bid opening to the time of Contract award if any Bidder wishes to contact The Lessor on any matter

related to the Bid it should do so in writing or in electronic forms that provide record of the content of communication.

2.5.4. Preliminary Examination

- i) The Lessor will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.
- ii) Arithmetical errors will be rectified on the following basis: -
 - a. If there is a discrepancy between the unit price 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. If the Bidder does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited.
 - b. If there is a discrepancy between words and figures, **the amount in words will prevail.**
- iii) Prior to the detailed evaluation, The Lessor will determine the substantial responsiveness of each Bid to the Bidding documents, pursuant to ITB Clause 2.5.5. For purposes of these Clauses, a substantially responsive Bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning **Bid Security** (ITB Clause 2.3.6) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Lessor's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.
- iv) If a Bid is not substantially responsive, it will be rejected by The Lessor and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
- v) Prior to the detailed evaluation of Bids, The Lessor will determine whether each Bid:
 - a) meets the eligibility criteria defined in **ITB 2.1.3**;
 - b) has been prepared as per the format and contents defined by The Lessor in the Bidding Documents;
 - c) has been properly signed;

- d) is accompanied by the required securities; and
- e) Is substantially responsive to the requirements of the Bidding Documents.

The Lessor's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

2.5.5. Examination of Terms and Conditions; Technical Evaluation

- i) The Lessor shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.
- ii) The Lessor shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in **Section VII – Schedule of Requirements & Evaluation Criteria as provided in BDS**, have been met without material deviation or reservation.
- iii) If after the examination of the terms and conditions and the technical evaluation, The Lessor determines that the Bid is not responsive in accordance, it shall reject the Bid.

2.5.6. Correction of Errors

- i) Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -
 - a) 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 Lessor 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;
 - b) 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
 - c) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
 - d) Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.
- ii) The amount stated in the Bid will, be adjusted by The Lessor in accordance with the above procedure for the correction of errors. The concurrence of the Bidder shall be considered as binding upon the Bidder. If the Bidder does not accept the

corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 2.3.6**.

2.5.7. Conversion to Single Currency

- i) To facilitate evaluation and comparison, The Lessor will convert all Bid prices expressed in the amounts in various currencies in which the Bid prices as follows:
For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan on that day.

2.5.8. Post-qualification & Evaluation of Bids

- i) In the absence of **prequalification**, The Lessor will determine to its satisfaction whether the Bidder is qualified to perform the contract satisfactorily, in accordance with the evaluation criteria listed in BDS & pursuant to ITB Clause 2.1.3.
- ii) The determination will take into account the Bidder's financial, technical, and production/ supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information required for eligibility/qualification expressed in Bid Data Sheet as The Lessor deems necessary and appropriate.
- iii) The Lessor will **technically evaluate** and compare the Bids which have been determined to be substantially responsive, pursuant to ITB **Clause 2.5.5**.
- iv) The **financial evaluation** of a Bid will be on the basis of form of Price Schedules/ Financial Bid **Form 8.10** to be decided by The Lessor which must include clear cut instruction regarding evaluation inclusive of all prevailing taxes, duties, fees along with observance of minimum wages etc.

2.5.9. Contacting The Lessor

- i) Subject to ITB Clause 2.5.3, no Bidder shall contact The Lessor on any matter relating to its Bid, from the time of the Bid opening to the time the evaluation report is made public i.e. 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has **grievance** to the notice of The Lessor, it should do so in writing.

2.5.10. Grievance Redressal

- ii) Any effort by a Bidder to influence The Lessor during Bid evaluation, or Bid comparison may result in the rejection of the Bidder's Bid.
- i) Lessor shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The GRC shall not have any of the members of the Bid Evaluation Committee. The Committee may preferably have one subject specialist depending upon the nature of the bidding in addition to one person with legal background as per their availability to The Lessor.
- ii) Any Bidder feeling aggrieved can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the Bidding documents found contrary to provision of PPRA Rule 33, and the same shall be addressed by the GRC well before the proposal submission deadline.
- iii) Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of PPRA Rule 34 and the same shall be addressed by the GRC well before the proposal submission deadline.
- iv) Any Bidder feeling aggrieved by any act of The Lessor after the submission of his Bid may lodge a written complaint concerning his grievances not later than **ten (10) days** after the announcement of the Final evaluation reports. In case of single stage - two envelope bidding procedure any bidder feeling aggrieved from technical evaluation may file a grievance within **five (5) days** of announcement of the technical evaluation report.
- v) In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted.

- vi) The GRC shall investigate and decide upon the complaint within **fifteen (15) days** of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the bidding process.

2.6. Award of Contract

2.6.1. Notification of Award

- i) Prior to the expiration of the period of Bid validity, The Lessor will notify the successful Bidder in writing by registered letter or by email to be confirmed in writing by registered letter, that its Bid has been accepted.
- ii) The notification of award will constitute the formation of the Contract.
- iii) Upon the successful Bidder's furnishing of the Performance Guarantee / Security Deposit pursuant to ITB **Clause 2.6.2 (i)**, The Lessor will promptly notify each unsuccessful Bidder and will discharge its Bid security, pursuant to ITB **Clause 2.3.6 (v)**.

2.6.2. Performance Guarantee (Security Deposit)

- i) Within **fifteen (15) working days** (with extension if any by the Lessor) of the receipt of notification of award from The Lessor, the successful Bidder shall furnish the Performance Guarantee / Security Deposit in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the Bidding documents, or in another form acceptable to The Lessor.
- ii) Failure of the successful Bidder to comply with the requirements of ITB Clause (i) above or ITB Clause 2.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security along with other remedies available. After that, The Lessor may decide to award the contract to the next highest evaluated Bidder, keeping in view the Bid validity time, or call for new Bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated in rule-4 of PPR-14.

2.6.3. Signing of Contract

- i) At the same time as The Lessor notifies the successful Bidder that its Bid has been accepted, The Lessor will send the Bidder the Contract Form provided in the Bidding documents, incorporating all agreements between the parties or will issue the Lease order [as the case may be].

- ii) Under rule-63 of PPR-14, where The Lessor requires formal signing of contract, within seven (07) days of receipt of the Contract Form, the successful Bidder shall sign and mention date of the contract and return it to The Lessor.
- iii) Where no such formal signing is required by The Lessor, The Lessor shall issue lease order after the receipt of required performance guarantee / Security Deposit, as per rule 55 of PPR-14.

2.6.4. Award Criteria

- i) Subject to ITB **Clause 2.6.2**, under rule-55 of PPR-14, The Lessor will award the contract to the successful Bidder who's Bid has been determined to be substantially responsive, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.

2.6.5. Lessor's Right to Vary Quantities at Time of Award

- i) The Lessor reserves the right at the time of contract award to increase or decrease the Scope of this agreement originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59 (iv) of PPR-14 (not more than 15%).

2.6.6. Lessor's Right to Accept or Reject All Bids

- i) The Lessor reserves the right to accept or reject all Bids or proposals (and to annul the Bidding process) at any time prior to the acceptance of any Bid or proposal, without thereby incurring any liability towards the Bidders.
- ii) The Bidders shall be promptly informed about the rejection of the Bids, if any
- iii) The Lessor shall upon request communicate to any Bidder, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.

2.6.7. Re-Bidding

- i) If The Lessor rejects all the Bids under PPRA rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.

2.6.8. Corrupt or Fraudulent Practices

- i) The Lessor requires that Bidders, Tenant / Lessees, and Contractors observe the highest standard of ethics during the bidding and execution of contracts.

“Corrupt practices” is as follows:

“(d) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the bidding process or in Contract execution to the detriment of The Lessor; or misrepresentation of facts in order to influence a bidding process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive The Lessor of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

- a. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- b. collusive practice by arrangement between two or more parties to the bidding process or Contract execution, designed to achieve with or without the knowledge of The Lessor to establish prices at artificial, noncompetitive levels for any wrongful gain;
- c. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- d. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- e. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a bidding process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent,

coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process.”

ii) **Blacklisting & Debarment:**

Blacklisted bidders and those found involved in “Corrupt Practices” are not allowed to participate in bidding.

Section-III. Technical Specifications

3.1. Scope of Services

RENTING OUT SPECIFIED AREAS FOR ADVERTISEMENT / MARKETING AND LEASING INSIDE & OUTSIDE OF 26 ORANGE LINE METRO TRAIN STATIONS IN LAHORE

The 26 Orange Line Metro Train (OLMT) Station Buildings (along with Station Pillars) have been clubbed in 08 Packages as detailed below. Also, the minimum Reserve Price of each Package for the purpose of bidding has also been mentioned:

PACKAGE	Category 1	Category 2	Category 3	Category 4	RESERVE PRICE IN PKR PER MONTH
1	G.P.O	WAHDAT ROAD	SABZAZAR	CANAL VIEW	6.5 million
2	ANARKALI	U.E.T	AWAN TOWN	HANJARWAL	6.5 million
3	RAILWAY	BUND ROAD	PAKISTAN MINT	-	5.3 million
4	THOKAR NIAZ BAIG	SALAHUDIN ROAD	ISLAM PARK	-	5.3 million
5	ALI TOWN	CHAUBURJI	SALAMATPURA	-	5.1 million
6	DERA GUJRAN	SULTANPURA	MAHMOOD BOOTI	-	5.1 million
7	SHALAMAR GARDEN	BAGHBANPURA	SAMANABAD	-	5.1 million
8	LAKSHMI	GULSHAN-E-RAVI	KHATAM-E-NABUWAT	-	5.1 million
Total Reserve Monthly Rental Price for all Orange Line Metro Train Stations					44 million

Rental price shall be fixed for 01 year and shall be increased @10% annually after 1st Year.

The detail of **permissible Services** at each of the 26 OLMT Station Buildings is as under:

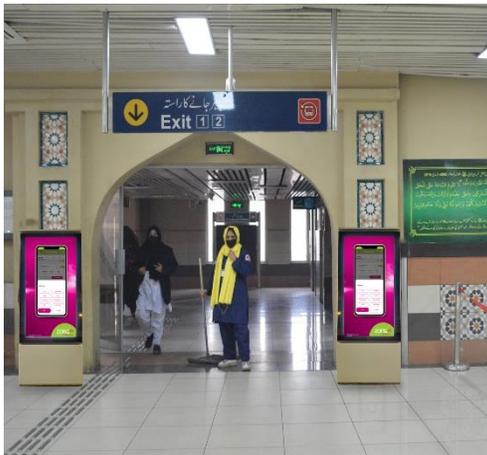
Sr. #.	Schedule of Activities Per Station	Station Building Design Category
1	Branding inside of OLMT Stations	Design Category 1, 2, 3, 4
2	Branding outside of OLMT Stations	Design Category 1, 2, 3, 4
3	Renting of Shops/Kiosks/ATM etc. inside OLMT Stations	Design Category 1, 2, 3, 4
4	Renting of Parking Spaces outside OLMT Stations	Design Category 1, 2, 3, 4

The further detail of permissible activities to be carried out at each of the 26 OLMT Station Buildings is provided below:

1.Branding inside of OLMT Stations

(Permissible area up to 3,500 sq.ft)

Sr.	Item / Description	Quantity	Size	Area
i.	SMD/LCD/LED/Backlit Boards	62	6 ft. x 3 ft.	1,116 sq.ft.
ii.	Static Display Boards	06	10 ft. x 10 ft.	600 sq.ft.
iii.	Standeers	12	6 ft. x 3 ft.	216 sq.ft.
iv.	One Vision (Flex) inside Glass walls	02	10 ft. x 28 ft.	560 sq.ft.
v.	One Vision (Flex) indoor Glass Walls except door panels	02	10 ft. x 14 ft.	280 sq.ft.
vi.	One Vision (Flex) PSD Glass Panel	40	4 ft. x 3 ft.	480 sq.ft.
			Total Area	3,252 sq.ft.



Static Board / SMD screens



Static Board / SMD screen



Static Boards



Backlit Board



Backlit Boards & Standees



One Vision (Flex) indoor Glass Walls except door panels



One Vision (Flex) indoor Glass Walls except door panels



Pasting on PSD Glass (Flex/Vinyl/One vision etc) except Doors
Each Glass Panel approximate size = 4 x 3 feet

2. Branding outside of OLMT Stations

(Permissible area up to 2,000 sq.ft.)

Sr.	Item / Description	Quantity	Size	Area
i.	SMD/LCD/LED/Backlit Boards	06	6 ft. x 3 ft.	108 sq.ft.
ii.	Static Display Boards	04	10 ft. x 10 ft.	400 sq.ft.
iii.	One Vision (Flex) on Staircase	09	10 ft. x 15 ft.	1,350 sq.ft.
Total Area				1,858 sq.ft.



One Vision (Flex) on Staircase



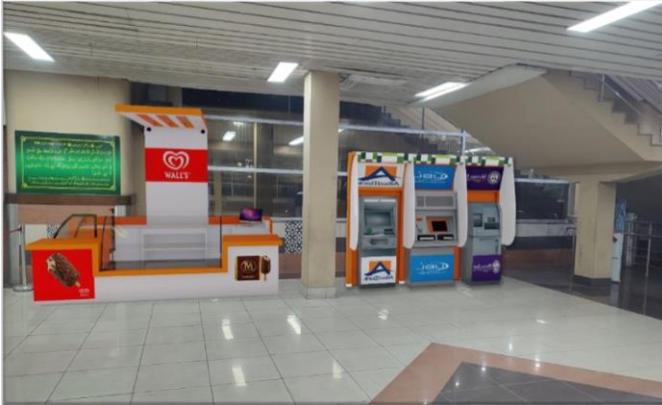
SMD/LCD/LED/Backlit Boards



Static Display Boards

3. Renting of Shops / Kiosks / ATM inside OLMT Stations

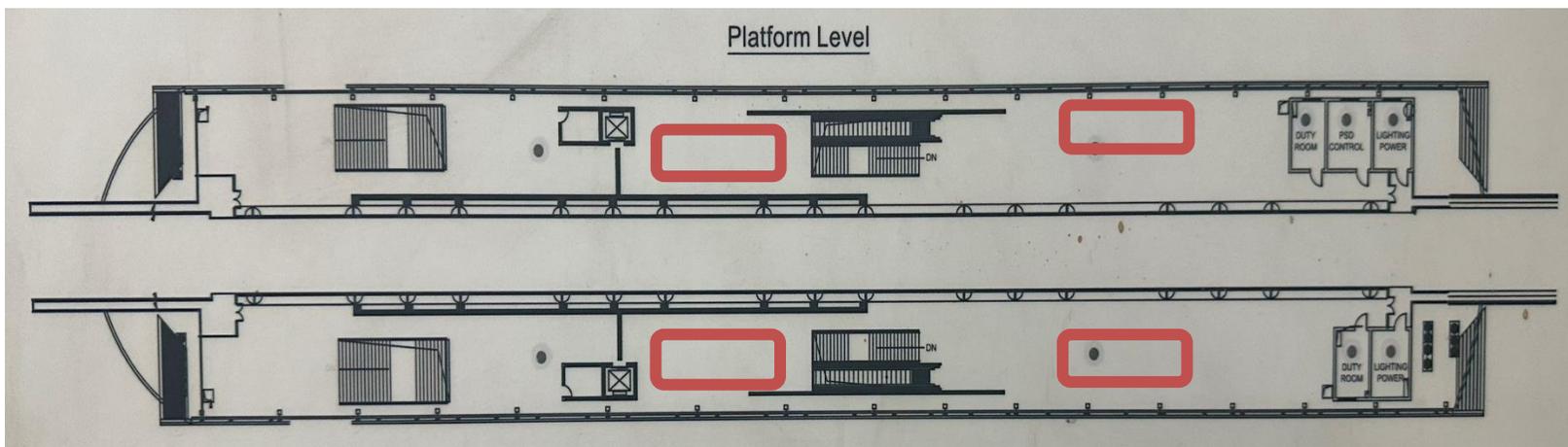
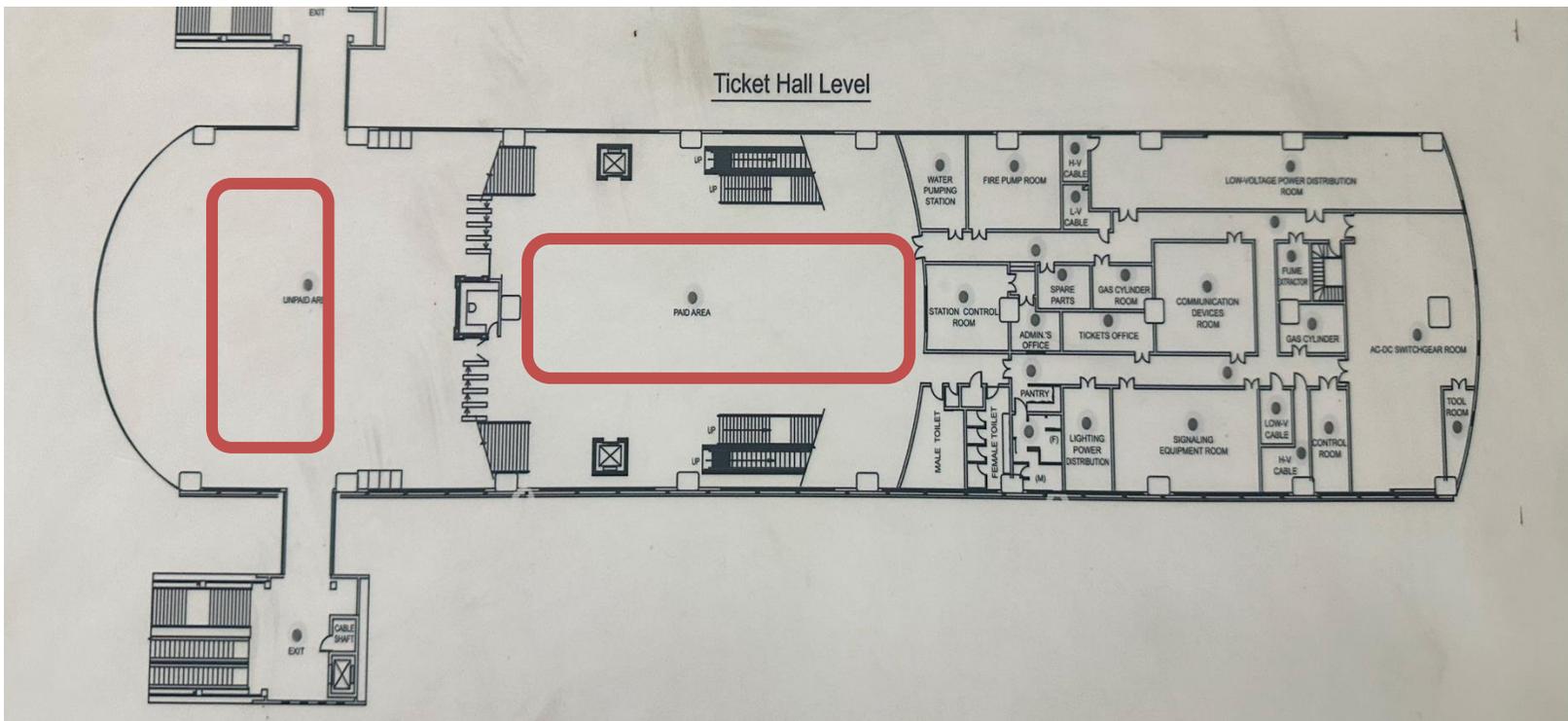
Sr.	Item / Description	Quantity	Size	Specifications
i.	Shops / Stalls / Kiosks etc.	10	10' x 10' x 7'	Moveable cardboard structure Non-inflammable
ii.	ATM	3	Standard	Standard



ATMs



**Shops / Stalls / Kiosks etc.
shops/stalls/kiosks etc.)**

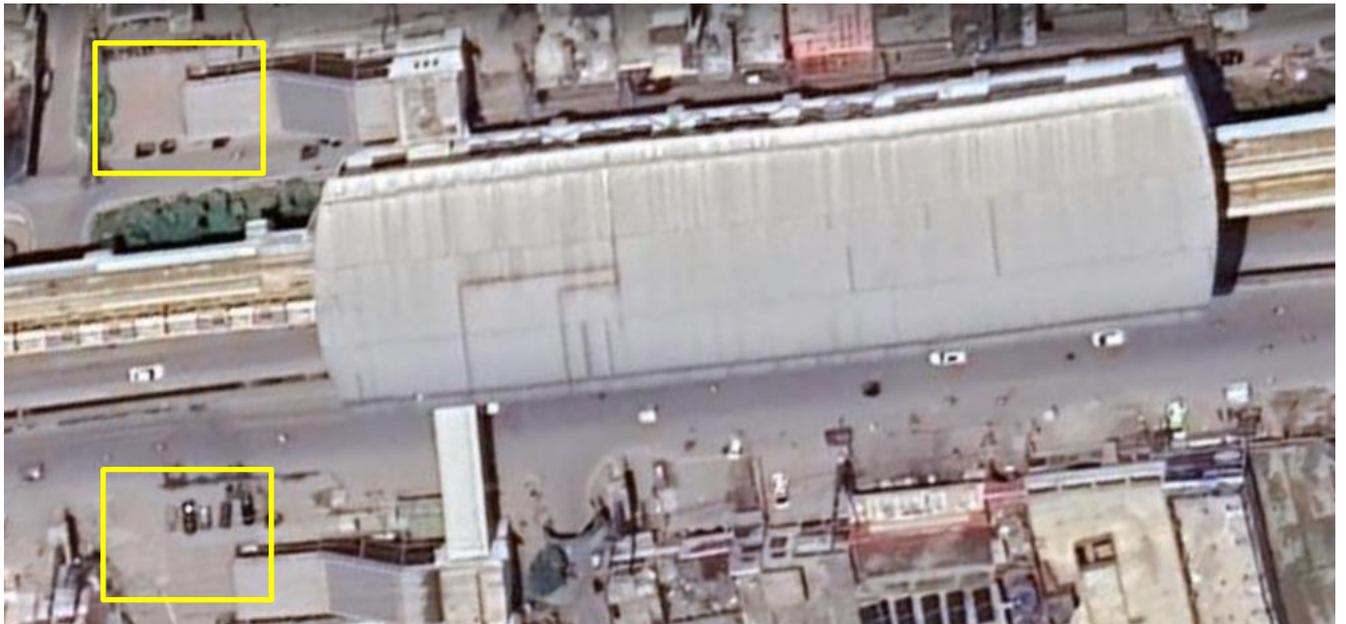


Tentative layout design for Renting Shops, Stalls, Kiosk etc.

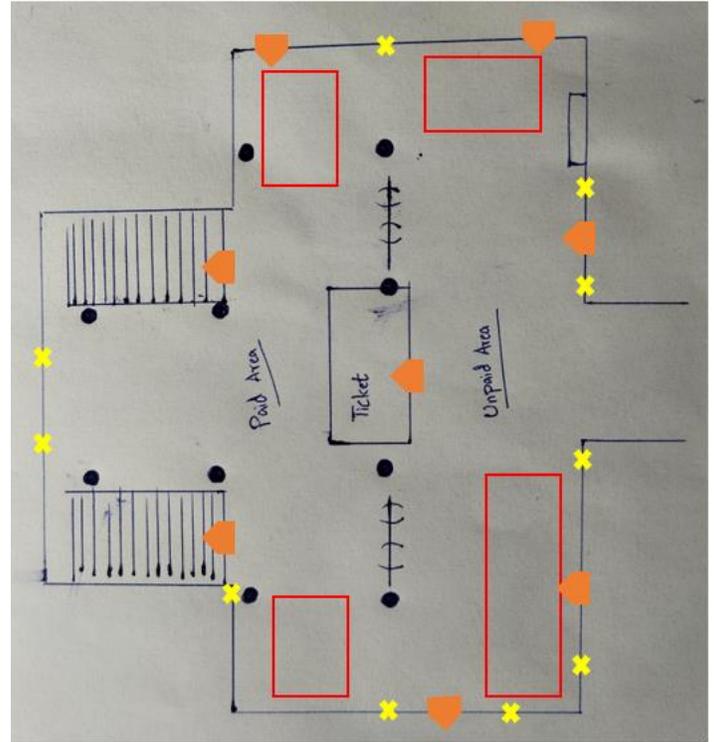
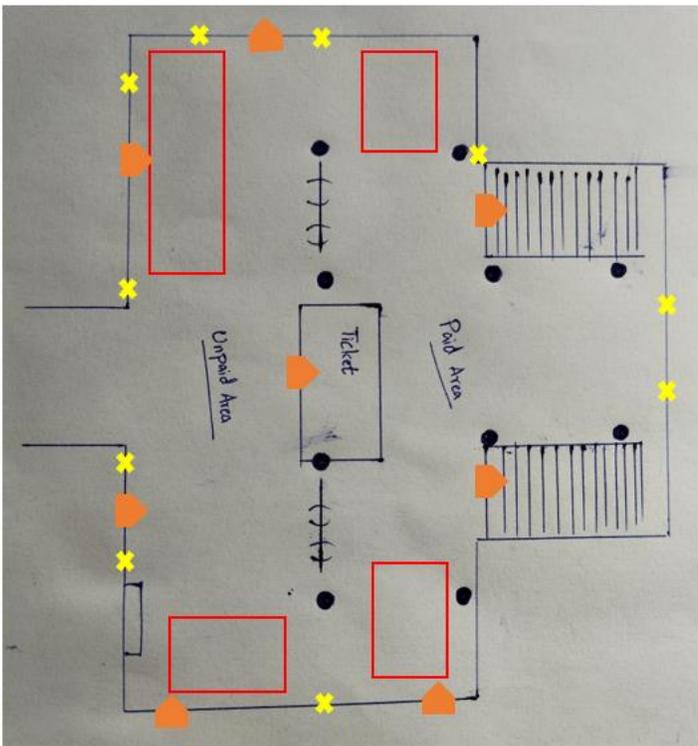
4. Renting of Parking Spaces outside OLMT Stations

Sr.	Activity / Item / Description	Quantity	Size
i.	Parking Areas	02	1500 sq.ft. (approx.)

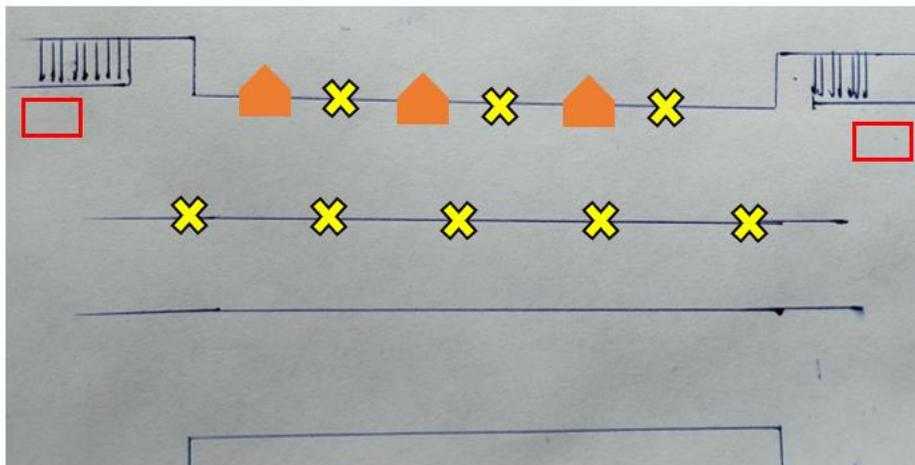
Note: The successful bidder will charge parking fee to the general public as per prevailing applicable rates.



Anarkali Station Tentative design layout with marked Area



Anarkali Station Platform Area Tentative design layout with marking



-  SMDs/LEDs/LCDs etc.
-  Boards/Backlit/Flexes etc.
-  Shops/Stalls/Kiosks etc.

3.2 Roles and Responsibilities

1. Successful Bidder's Responsibility

The successful bidder will realize avenue for generation of non-fare revenue with the objectives details of which are provided in subsequent sections.

The Tenant / Lessee shall:

- 1.1 Deposit Monthly Rent Amount in advance in the form of Demand Draft/Pay Order on or before 5th of each month. However, after submission of the Security Deposit and signing of the contract, the Contractor will be given a Mobilization Period free of such charges which shall not be more than Forty Five (45) days. The Rent Amount shall be exclusive of all applicable taxes, fees, electricity bills / charges or any other charges.
- 1.2 Ensure that renting shops/kiosks/stalls and background frames/supports for advertisement and leasing are aesthetically good, consistent and legally permissible.
- 1.3 Ensure that the size of shops/stalls/kiosks etc. are not more than 10x10 base and 8 ft. Height, and the material used to make shops/stalls/kiosks etc. would be standalone cardboard and nonflammable structures (Moveable) only.
- 1.4 Be careful that each advertisement is in consistent with all standards, procedures, safety features and laws of the Land, Punjab Outdoor Advertisements & Sign Boards Policy and any other laws, rules and regulations governing the outdoor advertising business.
- 1.5 Seek a formal approval from The Lessor or any agency/authority/department referred by The Lessor prior to affixation of an advertisement or installation of any substance for leasing of a space inside and outside of Lahore Orange Line Metro Train (OLMT) stations.
- 1.6 Not display any content which is against the norms and values of Pakistani society, against a political party/personality, promoting vulgarity, promoting sectarianism, a campaign against a government agency / department, etc.
- 1.7 Supply, install/affix and maintain the SMDs/LEDs/LCDs/Boards etc., as well as, material required for establishment of shops/kiosks and all other accessories including but not limited to the cables/switches (power and networking), connectors, fixtures, computer systems, sub-meter(s), etc. in good condition; the cost of preparation, installation and maintenance of which shall be borne solely by the Tenant. The Tenant may only utilize assigned space(s) for this purpose.

- 1.8 Arrange electricity and its backup supply at his own. An NOC may be issued by The Lessor on formal request within the earliest possible time frame. However, in case, the Tenant intends to use the electricity/power from PMA source, the Tenant shall be required to arranged and install a sub-meter along with all necessary items including but not limited to the cable, switches, ducts etc. for this purpose and pay the PMA the cost of electricity as per actual. Further terms & conditions will be decided at the time of making such arrangements.
- 1.9 Ensure that all services substance and displays are fabricated and installed in such a manner that they do not adversely affect passengers' safety and safety of other PMA properties. In case of any untoward situation arising out of the reason directly attributable to the Tenant's part, the Tenant shall be dealt in accordance with the PMA Act.
- 1.10 Be liable to compensate PMA for any damage(s) caused to its property, which is directly attributable to the activities of the Tenant, or due to substandard quality/installation of advertising/leasing substance, or for damage caused by any employee of the Tenant. The compensation for such damage shall be determined by The Lessor and be payable by the Tenant immediately.
- 1.11 Be liable for the compensation against any kind of damages/ losses occurred to any person or property due to an act on the part of the Tenant, his staff or due to the fall of his equipment installed inside and outside of OLMT stations.
- 1.12 Comply and follow all reasonable directions, and requirements of The Lessor in respect of the installed or affixed substances / displays and any other instructions / directions, including requirements that ensure public safety.
- 1.13 Maintain all services panels, fabricated, installed and commissioned in a neat and clean condition. In case, any substance is not maintained properly, a 15 days' notice shall be served to the Contractor to do the needful. In case of failure to resolve the issues highlighted in the notice within the stipulated time period, the subject advertising / substance shall be removed by The Lessor at the expense of the Tenant.
- 1.14 Ensure cleanliness of the spaces during and after installation/removal of any substance etc.
- 1.15 Ensure that the services are aesthetically pleasing and blending with the surrounding architecture, design and environment of the area.

- 1.16 Ensure safety/security of its equipment/installations and engage an appropriate number of security personnel, as it deems necessary for this task, at its own risk and cost.
- 1.17 Obtain all necessary permits under applicable Laws of Pakistan required from concerned Authorities and bear the cost of such approvals.
- 1.18 Participate in all meetings, Committees etc., as directed by The Lessor from time to time.
- 1.19 Ensure its personnel do not enter into the Metro Stations, Metro Corridors, Metro Trains, Metro Buses and Feeder Buses without valid entry cards/token or permit issued by The Lessor.
- 1.20 Ensure smooth running of Lessor's operations and shall not cause any hindrance / obstacle in these operations.
- 1.21 Abide by all the rules and regulations laid down by the Lessor.
- 1.22 Facilitate The Lessor to inspect its services at any time.
- 1.23 Shall be bound to facilitate the Lessor for display of ads / messages / promotions at a specific location / area pertaining to PMA or other government institutions / agencies / departments as and when directed by the Lessor.
- 1.24 Be responsible for the conduct and functioning of all staff employed by the Tenant.
- 1.25 Take prompt and reasonable action for resolution of all types of complaints attributable to Tenant – including complaints received from The Lessor related to its services.
- 1.26 Remove the structure of any substance and displays on the expiry date i.e. completion of contract period and ensure delivery of vacant physical possession to The Lessor of all area/space in its original shape, covered under the contract, at the conclusion of the Agreement within fifteen (15) days.
- 1.27 Be solely responsible for the prompt removal of any substance illegally advertised or encroached on the rented out spaces/ area inside & outside the stations without the consent or authorization of PMA.
- 1.28 Avoid unnecessary direct engagement with other Service Providers of PMA deployed at OLMT.

2. The Lessor's Role

The Lessor shall:

- 2.1 Provide timely approvals for issuance of license.
- 2.2 Have the right to instruct removal, on immediate basis, of any Service substance that it considers inappropriate, unsafe, indecent, obscene or offensive, contrary to social norms, against the state or religion, or having potential to create ethnic, political or sectarian conflicts. The Lessor reserves the right to cancel the agreement if the Bidder/Contractor continues to display such advertisement despite 03 consecutive warnings.
- 2.3 Have the right to permanently withdraw the License rights for a particular service area/space/substance owing to extraordinary circumstances such as for making certain arrangements for better facilitation to commuters, installation / removal of equipment or machinery for improvement of operations, alteration in existing facility designs or infrastructure, road widening or any other development work or in the interest of public or as desired by the Government or for any other reason but not for awarding the area/space to another party. For this purpose, 15 days' notice shall be served to the Contractor to remove the services substance. Accordingly, the monthly payments for the issuance of License paid in advance by the Tenant for the remaining period, if any, shall be adjusted in favor of the Tenant calculated as: **Monthly Payment – Unit Revenue in Rupees Quoted by the Tenant Lessee** for the relevant area / category, adjusted for the time duration of remaining period. However, if the advertising material/ leasing substance is not removed within the given timeframe, then the site shall be cleared by The Lessor at the risk and cost of the Tenant / Lessee. The remaining amount of advance Monthly Payment for the issuance of License paid by the Tenant, if any, shall then be adjusted in favor of the Tenant after deduction of these expenses. In case the removal expenses incurred by The Lessor exceed the balance adjustable in favor of the Tenant, then the same shall be recovered from the Tenant.
- 2.4 Accord approval of each service plan including details regarding structural design, type, size, and material specifications of service substance.
- 2.5 Re-advertise the Leasing / Renting Rights covered under this Bid upon conclusion of the License agreement or extend the same for a period mutually agreed by both parties.
- 2.6 Issue entry card/permit to the Tenant for its staff or any other personnel essentially required by him for fulfilling its obligations under the License agreement, within reasonable time after the initiation of such written request by the Tenant.
- 2.7 Not be responsible for any loss due to theft of, or damage to, the advertising / leasing substance or displays caused by any third party or by an Act of Nature.
- 2.8 Not be responsible for any kind of damage/ losses occurred to any person or property due to an act on the part of Tenant, his staff or due to the fall of his equipment / substances installed inside and outside of OLMT stations leased under this contract.

Section-IV: Bid Data Sheet

4.1. Bid Data Sheet (BDS)

The following specific data for the services to be outsourced shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Section-II. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

A. Introduction		
BDS Clause Number	ITB Number	Amendments of, and Supplements to, Clauses in the Instruction to Bidders
1.	2.1.1	Name of Lessor: Punjab Masstransit Authority (PMA) . The subject of RFP is RENTING OUT SPECIFIED AREAS FOR ADVERTISEMENT / MARKETING AND LEASING INSIDE & OUTSIDE OF 26 ORANGE LINE METRO TRAIN STATIONS IN LAHORE -
2.	2.1.2	Financial year for the operations of The Lessor: 2024 – 26 (extendable up to 01 years) Name of financing institution: Government of the Punjab Name and identification number of the Contract: <u>PMA-BD-NFR-RFP/10</u>
3.	2.1.3 (iv)	Maximum number of members in the joint venture, consortium or association shall be: 02 J.V. form 8.2 should be followed.
4.		Ineligible country(s) is or are: N/A
B. Bidding Documents		
6.	2.2.2	The address regarding clarification about Bidding Documents is SECRETARY, PUNJAB MASSTRANSIT AUTHORITY (PMA), 5 th Floor, Arfa Karim Software Technology Park, Main Ferozepur Road, Lahore, Pakistan Phone: 0345-1112329, URL: www.pma.punjab.gov.pk
7.	2.2.2	Pre-bid meeting will take place at the following venue, time, and date: A pre-bid meeting will take place at 1100 Hours on 26th March 2024 at PMA office (5 th Floor, Arfa Karim Software Technology Park, Main Ferozepur Road, Lahore, Pakistan) for the applicants who wish to attend.
8.	2.3.8	The number of copies to be submitted: One original, and one copy

C. Bid Price, Currency, Language and Country of Origin		
9	2.3.1	The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and PMA shall be written in ENGLISH. Supporting documents and printed Literature furnished by the Bidder may be in same language.
10	2.3.4	The quoted Rent offer shall be: in PKR, on Monthly basis.
11.	2.3.4 & 2.3.9	The monthly rent shall be fixed for one year and shall also be subjected to an increase of 10% for every next year in case of extension. However, the Tenant shall inform PMA in writing about whether the he is interested in extension or not at least 03 months prior to the expiry of the Contract life.
D. Preparation and Submission of Bids		
13.	2.1.3	<p>Qualification Criteria:</p> <p>Qualification Criteria is provided at Annex – A</p> <p>The bidder is also required to submit an Affidavit to the effect that:</p> <ul style="list-style-type: none"> i. Bidder is not currently blacklisted by The Lessor or by any other government agency / department / institution. ii. The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document found at any stage, the Bidder shall be blacklisted as per Law/ Rules and shall be liable to any punitive action such as forfeiture of Bid Security / Security Deposit, Termination of Contract for Default, etc. iii. The provided information is correct.
14.	2.1.1	<p>Bid shall be submitted to:</p> <p>Punjab Mass-transit Authority (PMA) 5th Floor, Arfa Karim Software Technology Park, Main Ferozepur Road, Lahore, Pakistan</p>
15.	2.4.2	<p>The deadline for Bid submission is:</p> <ul style="list-style-type: none"> a) Day: Thursday b) Date: 04th April, 2024 c) Time: 1100 Hours
16.	2.5.1	<p>Time, date/ Month/ Year, and place for Bid opening.</p> <p>The deadline for Bid submission is:</p> <ul style="list-style-type: none"> a) Day: Thursday b) Date: 04th April, 2024 c) Time: 1130 Hours

17.	2.6.2	Amount of Security Deposit (Performance Guarantee) is: Equivalent to 03 months of Quoted Monthly Rental Amount. The successful bidder will be required to deposit the Security Deposit within 10 working days after issuance of LOA.
18.	2.3.6	Amount of Bid security is: PKR 500,000 Per package. (in the form of CDR/ Demand Draft / Pay Order issued by a scheduled bank regulated by State Bank of Pakistan in the name of “MASSTRANSIT AUTHORITY NON-FARE REVENUE (NFR) FUND ACCOUNT” . Unsuccessful Bidders’ Bid security will be discharged or returned after completion of the bidding process.
19.	2.3.7	Bid validity period after opening of the Bid is: 180 days
20.	2.3.8	Number of copies of the Bid to be provided are: One Original (Technical + Financial) and One Copy (Technical) . Each envelope containing a Technical or Financial proposals shall be sealed separately.
E. Opening and Evaluation of Bids		
21.	2.5.1	The Bid opening shall take place at: Punjab Mass-transit Authority (PMA) 5th Floor, Arfa Karim Software Technology Park, Main Ferozepur Road, Lahore, Pakistan
22.	2.3.4	The currency that shall be used for Bid evaluation and comparison purposes to convert all Bid prices expressed in various currencies is: PKR. The source of exchange rate shall be: Not Applicable The date of exchange rate shall be: Not Applicable
F. Bid Evaluation Criteria		
23.	2.5.8	The evaluation of Technical Bid shall be based on conformity to Technical Specifications (Section 3.1) and Scope of Service (Section3.2) .

Qualification Criteria (for each Package):

Category	Description	Total Marks	Awarded Marks
1	Company Profile & Experience		
i.	Company Profile Years of operations (From Registration date of NTN / FBR) <ul style="list-style-type: none"> • Two (2) marks for one (1) year experience to be awarded. • Maximum marks to be awarded if the firm has 5 years or more experience. 	10	
ii.	Relevant Experience Similar assignments (Advertisement / Marketing / Leasing etc.) over last 5 years. 01 similar project= 10 marks 02 similar projects= 20 marks 03 or more similar projects = 30 marks Work orders / Contract Agreements / Completion certificates must be attached, otherwise, no marks shall be awarded.	30	
iii.	Value of Projects Capital Cost of projects (Running / completed) over last 05 years If the total value is equal to or more than the value of PKR: 5 million 01 project = 10 marks may be awarded 02 projects = 20 marks may be awarded 03 or more projects = 30 marks may be awarded Work orders / Contract Agreements / Completion certificates must be attached, otherwise, no marks shall be awarded.	30	
2	Financial Position		
i.	Annual Turnover (last 02 years) If the total annual turnover for last three years is equal to or above PKR: 50 million If total turnover during last three years is up to PKR 20 million = 10 marks If total turnover during last three years is up to PKR 30 million = 20 marks If total turnover during last three years is up to PKR 50 million or above = 30 marks Income Tax / Sales Tax Returns or Audited Financial Statements of last three financial years must be attached, otherwise, no marks shall be awarded.	30	
		Total	100

Only the Bids securing minimum **60 marks** would be declared technically accepted (against the specific Package)

Section-V: General Conditions of Contract

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) "The Contract" means the agreement entered into between The Lessor and the Tenant / Lessee, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) "The Contract Price" means the price payable to the Tenant / Lessee under the Contract for the full and proper performance of its contractual obligations.
- (c) "The Goods" means all of the equipment, machinery, and/or other materials which the Tenant / Lessee is required to supply to The Lessor under the Contract.
- (d) "The Services" means those services {detail to be provided by The Lessor as per its requirements} and other such obligations of the Tenant / Lessee covered under the Contract.
- (e) "GCC" means the General Conditions of Contract contained in this section.
- (f) "SCC" means the Special Conditions of Contract.
- (g) "The Lessor" means the organization leasing the Services, as named in SCC.
- (h) "The Lessor's country" is the country named in SCC.
- (i) "The Tenant / Lessee" means the Bidder or firm supplying the Services under this Contract.
- (j) "The Project Site," where applicable, means the place or places named in SCC.
- (k) "Day" means calendar day.

- 2. Application** 2.1. These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.
- 3. Country of Origin** 3.1. All Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules, as further elaborated in the SCC.
[where applicable]
- 3.2. The origin of Services is distinct from the nationality of the Tenant / Lessee. In any case, the requirements of rules 10 & 26, PPR-14, shall be followed.
- 4. Standards** 4.1. The services supplied under this Contract shall conform to the standards mentioned in the Technical Specifications/work plan/deputation plan.
- 5. Use of Contract Documents and Information; Inspection and Audit by The Lessor.** 5.1. The Tenant / Lessee shall not, without The Lessor's prior written consent, disclose the Contract, or any provision thereof, or information furnished by or on behalf of The Lessor in connection therewith, to any person other than a person employed by the Tenant / Lessee in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2. The Tenant / Lessee shall not, without The Lessor's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of executing the Contract.
- 5.3. Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of The Lessor and shall be returned (all copies) to The Lessor on completion of the Tenant / Lessee's performance under the Contract if so required by The Lessor.
- 5.4. The Tenant / Lessee shall permit The Lessor to inspect the Tenant / Lessee's accounts and records relating to the performance of the Tenant / Lessee and to have them audited by auditors appointed by the donors, if so required by the donors.

6. Performance Guarantee / Security Deposit

6.1. Within fifteen (15) days [to be decided by The Lessor] of Receipt of the notification of Contract award, the successful Bidder shall furnish to The Lessor the Performance Guarantee/ Security Deposit in the amount specified in SCC/Bid Data Sheet & clause 2.6.2 of ITB.

6.2. The proceeds of the Performance Guarantee/ Security Deposit shall be payable to The Lessor as compensation for any loss resulting from the Tenant / Lessee's failure to complete its obligations under the Contract.

6.3. As per Rule-56 of PPR-14, the Performance Guarantee / Security Deposit shall be denominated in the currency of the Contract acceptable to The Lessor and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in The Lessor's country, in the form provided in the Bidding documents or another form acceptable to The Lessor; or
- (b) a pay order / demand draft.

6.4. The performance guarantee will be discharged by The Lessor and returned to the Tenant / Lessee not later than thirty (30) days following the date of completion of the Tenant / Lessee's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

7. Incidental material

7.1. The Tenant / Lessee may be required to provide any of the incidental material if any, specified in SCC:

[If required and decided by The Lessor]

8. Payment

8.1. The method and conditions of payment to be made to the Tenant / Lessee under this Contract shall be specified in SCC.

8.2. The Tenant / Lessee's request(s) for payment shall be made to The Lessor in writing, accompanied by an invoice describing, as appropriate, Services performed, and by documents submitted and upon fulfillment of other obligations stipulated in the Contract.

As per rule-62 of PPR-14, payments shall be made promptly by The Lessor, but in no case later than thirty (30) days after submission of an invoice or claim by the Tenant / Lessee, provided the work is Satisfactory.

8.3. The currency of payment is [to be decided by The Lessor]

- 9. Prices** 9.1. Prices charged by the Tenant / Lessee and Services performed under the Contract shall not vary from the prices quoted by the Tenant / Lessee in its Bid, with the exception of any price adjustments authorized in SCC {mechanism and formula to be decided by The Lessor}.
- 10. Change Orders** 10.1. The Lessor may at any time, by a written order given to the Tenant / Lessee pursuant to GCC Clause 11, make changes within the general scope of the Contract, only if required for the successful completion of the job.
- 10.2. If any such change causes an increase or decrease in the cost of, or the time required for, the Tenant / Lessee's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price, or both, and the Contract shall accordingly be amended. Any claims by the Tenant / Lessee for adjustment under this clause must be asserted within thirty (30) days from the date of the Tenant / Lessee's receipt of The Lessor's change order. But, in no case, the overall impact of the change should exceed 15% of the contract cost and no provisions of PPR-14 should be violated.
- 11. Contract Amendments** 11.1. Subject to GCC Clause 10, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
- 12. Assignment** 12.1. The Tenant / Lessee shall not assign the whole of contract to anybody else. However, some parts of contract or its obligations may be assigned to sub-contractors with the prior written approval of The Lessor.
- 13. Sub-contracts** 13.1. The Tenant / Lessee shall notify The Lessor in the Bid of all subcontracts to be assigned under this Contract. Such notification, in the original Bid or later, shall not relieve the Tenant / Lessee from any liability or obligation under the Contract.
- 13.2. Subcontracts must comply with the provisions of GCC Clause 12.

14. Delays in the Tenant / Lessee's Performance

14.1. Performance of Services shall be made by the Tenant / Lessee in Accordance with the Schedule of Requirements/Work Plan/ Deputation Plan as prescribed by The Lessor in Section VII.

14.2. If at any time during performance of the Contract, the Tenant / Lessee or its subcontractor(s) should encounter conditions impeding timely performance of Services, the Tenant / Lessee shall promptly notify The Lessor in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Tenant / Lessee's notice, The Lessor shall evaluate the situation and may at its discretion extend the Tenant / Lessee's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

14.3. Except as provided under GCC Clause 17, a delay by the Tenant / Lessee in the performance of its delivery obligations shall render the Tenant / Lessee liable to the imposition of liquidated damages.

15. Liquidated Damages

15.1. Subject to GCC Clause 17, if the Tenant / Lessee fails to perform the Services as per requirement/ within the period(s) specified in the Contract, The Lessor shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, The Lessor may consider termination of the Contract pursuant to GCC Clause 16 along with other remedies available under law of land.

16. Termination for Default

16.1. The Lessor, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Tenant / Lessee, may terminate this Contract in whole or in part:

- (a) if the Tenant / Lessee fails to deliver any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by The Lessor pursuant to GCC Clause 14;
- (b) if the Tenant / Lessee fails to perform any other obligation(s) under the Contract; or

- (c) if the Tenant / Lessee, in the judgment of The Lessor has engaged in corrupt practices in competing for or in executing the Contract.

“Corrupt practices” is as follows:

(d) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the bidding process or in Contract execution to the detriment of The Lessor; or misrepresentation of facts in order to influence a bidding process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive The Lessor of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following:

- i. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- ii. collusive practice by arrangement between two or more parties to the bidding process or Contract execution, designed to achieve with or without the knowledge of The Lessor to establish prices at artificial, noncompetitive levels for any wrongful gain;
- iii. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- iv. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- v. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a bidding process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to

materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process

16.2. In the event The Lessor terminates the Contract in whole or in part, pursuant to GCC Clause 16.1, The Lessor may procure, upon such terms and in such manner as it deems appropriate, Services similar to those undelivered, and the Tenant / Lessee shall be liable to The Lessor for any excess costs for such similar Services. However, the Tenant / Lessee shall continue performance of the Contract to the extent not terminated.

17. Force Majeure

17.1. Notwithstanding the provisions of GCC Clauses 14, 15, and 16, the Tenant / Lessee shall not be liable for forfeiture of its Performance Guarantee / Security Deposit, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

17.2. For purposes of this clause, "Force Majeure" means an event beyond the control of the Tenant / Lessee and not involving the Tenant / Lessee's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of The Lessor in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. Both, The Lessor and the Tenant / Lessee, may agree to exclude certain widespread conditions e.g.: epidemics, pandemics, quarantine restrictions etc. from the purview of "Force Majeure".

17.3. If a Force Majeure situation arises, the Tenant / Lessee shall promptly notify The Lessor in writing of such condition and the cause thereof. Unless otherwise directed by The Lessor in writing, the Tenant / Lessee shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. Any difference of opinion concerning "Force Majeure" may be decided through means given herein below.

18. Termination for Insolvency

18.1. The Lessor may at any time terminate the Contract by giving written notice to the Tenant / Lessee if the Tenant / Lessee becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Tenant / Lessee, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to The Lessor.

19. Termination for Convenience

19.1. The Lessor, by written notice sent to the Tenant / Lessee, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for The Lessor's convenience, the extent to which performance of the Tenant / Lessee under the Contract is terminated, and the date upon which such termination becomes effective.

19.2. The Services that are complete and ready for shipment (if applicable) within thirty (30) days after the Tenant / Lessee's receipt of notice of termination shall be accepted by The Lessor on the Contract terms and prices. For the remaining Services, The Lessor may choose:

- (a) to have any portion completed and delivered at the Contract terms and prices; and/or
- (b) to cancel the remainder and pay to the Tenant / Lessee-an agreed amount for partially completed Services and for materials and parts previously procured by the Tenant / Lessee.

20. Resolution of Disputes

20.1. After signing the contract or issuance of lease order, The Lessor and the Tenant / Lessee shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

20.2. If, after thirty (30) days from the commencement of such informal negotiations, The Lessor and the Tenant / Lessee have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution by arbitration under the Pakistan Arbitration Act, 1940, as amended, by arbitrators selected in accordance with said law. The place for said arbitration shall be Lahore, Pakistan. The award shall be final and binding on the parties.

21. Governing Language

21.1. The Contract shall be written in the language specified in SCC. The version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language.

- 22. Applicable Law** 22.1. The Contract shall be interpreted in accordance with the laws of Punjab (Pakistan) unless otherwise specified in SCC.
- 23. Notices** 23.1. Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by any information technology mean for the time being in use and acceptable in ordinary course of business to the other party's address specified in SCC.
- 23.2. A notice shall be effective when delivered or on the notice's effective date, whichever is later.
- 24. Taxes and Duties** 24.1. Tenant / Lessee shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Services to The Lessor.
- 25. Change in minimum wage rate** 25.1. If during the continuation of the service contract, minimum wage rate is revised by the competent authorized forum, then the ongoing contract shall be revised as per percentage increased in minimum wages declared for such category.
- 26. Extension in Contract period** {where applicable and if The Lessor opts to include this condition, this should be included in original advertisement as well} Initially the contract will be for (02) Years. However, the same would be extended by the competent authority, on the satisfactory performance by the contractor for further a period of (01) Year. Extension in the contact agreement shall be the discretion of The Lessor and the contractor has no right to claim further extension as a matter of right in the contract.

Section-VI. Special Conditions of Contract

Special Conditions of Contract

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

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Lessor/lesser is: Punjab Mass-transit Authority (PMA) GCC

1.1 (h)—The Lessor/Lesser's country is: Pakistan.

GCC 1.1 (i)—The Tenant/Lessee is:

2. Contract Type and Duration

This Contract will be for RENTING OUT SPECIFIED AREAS FOR ADVERTISEMENT / MARKETING AND LEASING INSIDE & OUTSIDE OF 26 ORANGE LINE METRO TRAIN STATIONS IN LAHORE for a period of two (02) years extendable up to one (01) year upon mutual consent.

3. Security Deposit (Performance Guarantee) (GCC Clause 6)

GCC 7.1— Equivalent to 03 months of Quoted Monthly Rental Amount.

4. Incidental Materials (GCC Clause 7)

GCC 7.1—Incidental materials to be provided are: **Responsibility of the Tenant /Lessee**

5. Payment (GCC Clause 8)

GCC 8.1— Payment may be made in Pak. Rupees

Payment to be made by the Tenant/Lessee in the following manner:

Submit Monthly Rent Amount in advance in the form of Cross Cheque/Bank Draft/Pay Order in the name of **"MASSTRANSIT AUTHORITY NON-FARE REVENUE (NFR) FUND ACCOUNT"** on or before 5th of each month.

Payment for Services provided: Not Applicable

6. Prices (GCC Clause 9)

GCC 9.1—Rental price shall be fixed for 01 year and shall be increased @10% annually after 1st Year.

7. Penalties or Liquidated Damages due to Non-Performance of Services (GCC Clause 15)

- The SLA describes target performance levels which the bidder shall aim to perform as per the Scope of Work outlined in this Contract. It also lists the procedures for managing unavailability of Services / negligence / inefficiency on part of the Tenant / Lessee, and associated penalties which will be applied if bidder fails to perform in accordance with this Agreement including agreed Standard Operating Procedures during contract life (SOP).
- The Operator will be exempted from delays or slippages on SLA parameters arising out of delays in execution or due to delay in approval or review from the Client's side. Any such delays will be notified in writing.
- Each non-compliance shall be penalized according to the following:
 1. **Delay in monthly rental payment:** 1% of the quoted bid price will be charged to the Tenant / Lessee on weekly basis.
 2. **The payment is delayed for 10 consecutive weeks:** The Contract shall be terminated under GCC Clause 16 and the Security Deposit shall be forfeited.
 3. **In case of any damage to The Lessor's property:** The repair / maintenance shall be carried out immediately. The cost of repair / maintenance shall be recovered from Tenant / Lessee.
 4. **Delay in payment(s) against Utility Bill(s):** 2% penalty of the bill price shall be charged to the Tenant / Lessee on weekly basis.
 5. **In case of theft or abuse of Access Rights to The Lessor's property:** Criminal proceedings against the Tenant / Lessee or his responsible staff shall be initiated.
 6. **Causing any kind of disturbance in Lessor's operations:** The cost of damage along with the revenue loss (if any) shall be recovered from the Tenant / Lessee. The Lessor may initiate legal proceedings against the Tenant / Lessee or his responsible staff depending upon the criticality of the matter.

8. Resolution of Disputes (GCC Clause 20)

GCC 20.2—The dispute resolution mechanism to be applied pursuant to GCC Clause 20.2 shall be as follows:

The case of a dispute between The Lessor and the Tenant/Lessee, the dispute shall be referred for arbitration in accordance with the Arbitration Act 1940.

9. Governing Language (GCC Clause 21)

GCC 21.1—The Governing Language shall be: English.

10. Applicable Law (GCC Clause 22)

GCC 22.1-The Contract shall be interpreted in accordance with the laws applicable in the jurisdiction of the province of Punjab (Pakistan)

11. Notices (GCC Clause 23)

GCC 23.1—Lessor’s address for notice purposes:

—Tenant/Lessee’s address for notice purposes:

Section-VII. Schedule of Requirements (Checklist)

Technical Requirements:

Sr No	Description	Yes	No
1	8.1. Bid Form		
2	8.2. Bidder's JV Members Information Form		
3	8.3. Bidder Profile Form		
4	8.4. General Information Form		
5	8.5. Affidavit		
6	8.6. Technical Bid Form		
7	Original Bid Security in the form of Demand Draft / Pay order		
8	Company Profile		
9	Relevant Experience Work orders / Contract Agreements / Completion certificates must be attached, otherwise, no marks shall be awarded.		
10	Value of Projects Work orders / Contract Agreements / Completion certificates must be attached, otherwise, no marks shall be awarded.		
11	Annual Turnover (last 03 years) Income Tax / Sales Tax Returns or Audited Financial Statements of last three financial years must be attached, otherwise, no marks shall be awarded.		

Financial Requirements:

Sr No	Description	Yes	No
1	8.8. Financial bid form / Price Schedule		
2	8.9. Price Breakdown Schedule		

Section-VIII: Sample Forms

8.1 Bid Form

[To be signed & stamped by the Tenant / Lessee and reproduced on the letter head. To be attached with the Technical Bid.]

Date: _____

To: [name and address of Lessor]

Gentlemen and/or Ladies:

Having examined the Bidding documents including Addenda Nos. [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, in conformity with the said Bidding documents for the sum of [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to the 03 Months' rental amount for the due performance of the Contract, in the form prescribed by The Lessor.

We agree to a Bid by this Bid for a period of [number] days from the date fixed to Bid opening under Clause 2.3.7 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed (if required), this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

[In case of single stage - two envelope bidding procedure]

The Composition of our bid consists on separate Technical and financial bids, detail of which is as follows:

Technical bid includes the following: -

- a) Complete bidding documents (without filling) signed and stamped by the bidder.
- b) All the forms relevant to the technical bid, to be reproduced on the letter head of the bidder as indicated on each individual form.

8.2 Bidder's JV Members Information Form

{To be reproduced and signed & stamped by the lead partner and all JV members on their letter Pad, to be attached with Technical Bid in addition to the JV agreement}

{The Tenant / Lessee shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Tenant / Lessee and for each member of a Joint Venture}.

Date: [insert date (as day, month and year) of Bid submission]

RFB No.: [insert number of RFB process]

Alternative No.: [insert identification No if this is a Bid for an alternative]

Page _____ of _____ pages

1. Bidder's Name: [insert Bidder's legal name]
2. Bidder's JV Member's name: [insert JV's Member legal name]
3. Bidder's JV Member's country of registration: [insert JV's Member country of registration]
4. Bidder's JV Member's year of registration: [insert JV's Member year of registration]
5. Bidder's JV Member's legal address in country of registration: [insert JV's Member legal address in country of registration]
<p>6. Bidder's JV Member's authorized representative information</p> <p>Name: [insert name of JV's Member authorized representative]</p> <p>Address: [insert address of JV's Member authorized representative]</p> <p>Telephone/Fax numbers: [insert telephone/fax numbers of JV's Member authorized representative]</p> <p>Email Address: [insert email address of JV's Member authorized representative]</p>
<p>7. Attached are copies of original documents of [check the box(es) of the attached original documents]</p> <p><input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITB 4.4.</p> <p><input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Tenant / Lessee.</p>
8. Included are the organizational chart, a list of Board of Directors, and the beneficial Lessor ship.

8.3. Bidder Profile Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

Sr.#	Particulars
1.	Name of the company:
2.	Registered Office:
Address:	
Office Telephone Number:	
Fax Number:	
3.	Contact Person:
Name:	
Personal Telephone Number:	
Email Address:	
4.	Local office if any:
Address:	
Office Telephone Number:	
Fax Number:	
5.	Registration Details:

a) Audited Financial Statement Attachment (Last 3 years)

Yes	No
-----	----

b) Details of Experience (Last Five Years)

(i)	Similar Project (Agency/Department)	Item Name
(ii)	Value of total Projects/Tenders/POs	Amount

c) Staff Detail and last month Payroll

Yes	No
-----	----

8.4. General Information Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

	Particulars			
Company Name				
Abbreviated Name				
National Tax No.			Sales Tax Registration No	
PRA Tax No.				
No. of Employees			Company's Date of	
			Formation	

*Please attach copies of NTN, GST Registration & Professional Tax Certificate

Registered Office Address		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

8.5. Affidavit

[To be printed on PKR 300 Stamp Paper, duly attested by oath commissioner. To be attached
With Technical

Bid] **Name:** _____

(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document
An

d in the supporting documents are true, correct and valid to the best of my knowledge and
belief and may be verified by Lessor if The Lessor, at any time, deems it necessary. The
undersigned hereby authorize and request the bank, person, company or corporation to
furnish any additional information requested by the [name of Lessor] of the Punjab deemed
necessary to verify this statement regarding my (our) competence and general reputation.
The undersigned understands and agrees that further qualifying information may be
requested and agrees to furnish any such information at the request of the [name of Lessor].
The undersigned further affirms on behalf of the firm that:

- (i) The firm is not currently blacklisted by The Lessor.
- (ii) The documents/photocopies provided with Bid are authentic. In case any
fake/bogus document was found at any stage, the firm shall be blacklisted as per
Law/ Rules.
- (iii) Affidavit for correctness of information.

[Name of the Contractor/ Bidder/ Tenant / Lessee] undertakes to treat all information
provided as confidential.

Signed by an authorized Officer of the company.

Title of Officer: _____

Name of Company: _____

Date: _____

8.6. Technical Bid Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

Sr. No.	Avenues	Item / Description	Quantity per Station	Size	Total Permissible area
1	Branding inside of OLMT Stations	SMD/LCD/LED/Backlit Boards	62	6 ft. x 3 ft.	3,500 sq.ft.
		Static Display Boards	06	10 ft. x 10 ft.	
		Standeers	12	6 ft. x 3 ft.	
		One Vision (Flex) inside Glass walls	02	10 ft. x 28 ft.	
		One Vision (Flex) indoor Glass Walls except door panels	02	10 ft. x 14 ft.	
		One Vision (Flex) PSD Glass Panel	40	4 ft. x 3 ft.	
2	Branding outside of OLMT Stations	SMD/LCD/LED/Backlit Boards	06	6 ft. x 3 ft.	2,000 sq.ft.
		Static Display Boards	04	10 ft. x 10 ft.	
		One Vision (Flex) on Staircase	09	10 ft. x 15 ft.	
3	Renting of Shops / Kiosks / ATM inside OLMT Stations	Shops / Stalls / Kiosks etc.	10	10' x 10' x 8'	1,000 sq.ft.
		ATM	04	Standard	Standard
4	Renting of Parking Spaces outside OLMT Stations	Parking Area	02	1500 sq.ft	3,000 sq.ft.

Note:

- * Before the installation of any Advertising / Marketing material and fixing of a Leasing infrastructure, the lessee / tenant shall seek prior approval from the Lessor w.r.t the design, size, material and quantity of said item/instrument/infrastructure.
- ** Size(s) may vary depending upon available spaces and operational requirements of Orange Line Metro Train System with prior approval from the Lessor.

Stamp & Signature of Bidder _____

8.7. Contract Form

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

THIS AGREEMENT made on the ____ day of _____ 20____ between [name of Lessor] of [country of Lessor] (hereinafter called "The Lessor") on the one part and [name of Tenant / Lessee] of [city and country of Tenant / Lessee] (hereinafter called "the Tenant / Lessee") on the other part:

WHEREAS The Lessor invited Bids for certain services, viz., [brief description of services] and has accepted a Bid by the Tenant / Lessee for the supply of those services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement 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 Agreement, viz.:
 - (a) The Bid Form and the (Price Schedule & Price Breakdown Schedule) submitted by the Bidder.
 - (b) The Schedule of Requirements.
 - (c) The Technical Specifications.
 - (d) The General Conditions of Contract.
 - (e) The Special Conditions of Contract; and
 - (f) The Lessor's Notification of Award.
3. In consideration of the payments to be made by The Lessor to the Tenant / Lessee as hereinafter mentioned, the Tenant / Lessee hereby covenants with The Lessor to provide the services in accordance with the provisions of the Contract and as required under **Section VII** Schedule of Requirements/Work Plan/ Deputation Plan.
4. The Lessor hereby covenants to pay the Tenant / Lessee in consideration of the provision of services, 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 Agreement to be executed in accordance with their respective laws the day and year mentioned above.

Signed, sealed, delivered by _____ the _____ (for The Lessor)

Signed, sealed, delivered by _____ the _____ (for the Tenant / Lessee)

8.8. Financial Bid Form/Price Schedule

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid. Bidder may customize the below table as per participation requirements in packages.]

PACKAGE	STATION CATEGORY 1	STATION CATEGORY 2	STATION CATEGORY 3	STATION CATEGORY 4	Rental Amount Per Month
1	G.P.O	WAHDAT ROAD	SABZAZAR	CANAL VIEW	
2	ANARKALI	U.E.T	AWAN TOWN	HANJARWAL	
3	RAILWAY	BUND ROAD	PAKISTAN MINT		
4	THOKAR NIAZ BAIG	SALAHUDIN ROAD	ISLAM PARK		
5	ALI TOWN	CHAUBURJI	SALAMATPURA		
6	DERA GUJRAN	SULTANPURA	MAHMOOD BOOTI		
7	SHALAMAR GARDEN	BAGHBANPURA	SAMANABAD		
8	LAKSHMI	GULSHAN-E-RAVI	KHATAM-E-NABUWAT		
Total Monthly Rental Price for all Orange Line Metro Train System Packages					

*A bidder may bid for any 1 or more than 1 of the above packages.

Rental price shall be fixed for 01 year and shall be increased @10% annually after 1st Year.

Total Bid value (against which a Bid shall be evaluated) in figures_____.

Total Bid value (against which a Bid shall be evaluated) in words_____.

Note:

In case of difference between a specific Package Price and the total price of all packages opted / applied, unit price shall prevail. (Please refer to ITB clause 2.5.6).

In case of difference between amount in “words” and amount in “figures”, amount in “words” shall be considered final.

Stamp & Signature of Bidder _____

8.9. Price Breakdown Schedule

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid.
Bidder shall quote each avenue price respectively]

Sr. No.	Avenues	Item / Description	Quantity per Station	Rent As Per Station Types			
				Station Category 1	Station Category 2	Station Category 3	Station Category 4 (If any)
1	Branding inside of OLMT Stations	SMD/LCD/LED/Backlit Boards	62				
		Static Display Boards	06				
		Standeers	12				
		One Vision (Flex) inside Glass walls	02				
		One Vision (Flex) indoor Glass Walls except door panels	02				
		One Vision (Flex) PSD Glass Panel	40				
2	Branding outside of OLMT Stations	SMD/LCD/LED/Backlit Boards	06				
		Static Display Boards	04				
		One Vision (Flex) on Staircase	09				
3	Renting of Shops / Kiosks / ATM inside OLMT Stations	Shops / Stalls / Kiosks etc.	10				
		ATM	04				
4	Renting of Parking Spaces outside OLMT Stations	Parking Area	02				
Total							

Rental price shall be fixed for 01 year and shall be increased @10% annually after 1st Year.

Stamp & Signature of Bidder _____

8.10. Performance Guarantee/ Security Deposit Form

To,

[Name and address of the Employer]

WHEREAS (Name of the Contractor/ Tenant / Lessee) _____ hereinafter called "the Contractor" has undertaken, in pursuance of "INVITATION TO BID FOR THE **"PROVISION OF _____"** bidding of the following:

1. [Please insert details].

(Here in after called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a scheduled bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee;

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, 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 Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, 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.

[NAME OF GUARANTOR]

Signature _____

Name _____

Title _____

Address _____

Seal _____

Date _____