

**SUI NORTHERN GAS PIPELINES LIMITED**  
(INSTRUCTIONS APPLYING TO THE ATTACHED TENDER)

1. **Climate Condition:** The equipment may have to work anywhere in Pakistan where the worst climate conditions are as follows:-

Shade Temperature	...	122° F	F. MAX.
Shade Temperature	...	25°	F. MAX.
Humidity @ 70° F	...	85°	%
Humidity @ 95° F	...	78°	%
Humidity @ 105° F	...	76°	%
Humidity @ 120° F	...	70°	%
Altitude above sea level	...	400 to 1700 feet	
Atmosphere	...	Saliniferous Corrosive and dusty	

**STANDARD ANALYSIS OF PROCESSED SUI GAS**

Moll	%
Methane (C <sub>2</sub> H <sub>4</sub> )	94.42
Ethane (C <sub>2</sub> H <sub>6</sub> )	1.05
Propane (C <sub>2</sub> H <sub>8</sub> )	0.28
(1 Butane (C <sub>4</sub> H <sub>10</sub> ))	0.06
(N-Butane)	0.06
(I-Pentane) (C <sub>5</sub> H <sub>12</sub> )	0.03
(N-Pentane)	0.02
Nitrogen (N <sup>2</sup> )	3.89
Carbon dioxide (CO <sub>2</sub> )	0.02
Oxygen (O <sub>2</sub> )	<u>0.17</u>
	<u>100.00</u>

Total SULPHUR	0.3889 GRAIN PER 100 cu. ft.
Hydrogen Sulphate	Cot Present
Specific gravity (Air-1) (30" Hg 60° F)	0.0449 lbs. per cu. ft.
Gross calorific volume (30" & 60 F wet)	997.9 But/cu. ft.

2. **Electrical**

All electrical equipment must be suitable for site conditions specified above and be specially treated / furnished to prevent deterioration / corrosion. Insulator is to be non-hygroscopic and preferably vacuum dried and pressure impregnated. Substances such as Bakelite, etc; which are impervious to moisture and attack by insects must be used instead of fiber.

3. **Storage & Shelf life of Rubber/Synthetic Materials/Polymers Products**

The supplier shall supply equipment/product keeping in view the climate/storage conditions stated above and will advise SNGPL of any special storage requirements and the shelf life of the supplier at the above stated storage/climate conditions.

**BID FORM**

**APPENDIX "C"**

Date: \_\_\_\_\_

Contract No. \_\_\_\_\_

To: (Name and Address of Purchaser)

Gentleman:

Having examined the terms and conditions of your tender enquiry No. \_\_\_\_\_ and specifications including addenda No. (**Insert Number**) the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver (**Description of goods and services**) in conformity with the said Condition of Contract and specifications 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, to commence delivery within (Number) days and to complete delivery of all the items specified in the contract with (Number) days calculated from the date of receipt of your letter of acceptance / letter of credit.

If our bid accepted we will obtain the guarantee of a Bank in a sum not exceeding ( \_\_\_\_\_ ) % of the Contract sum for the due performance of the Contract.

We agree to abide by this bid for a period of (**Number**) days from the date fixed for bid opening and / or upto any further date of revalidation of our bid (if so revalidated by us subsequently) and it shall remain binding upon us and may be accepted at any time before the expiration of that period / date.

Until a formal contract is prepared and executed, this bid together with acceptance thereof in your notification of award shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Date this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(In the capacity of)

Duly authorized to sign bid for and on behalf of \_\_\_\_\_  
(Stamp)

\_\_\_\_\_

Witness \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Signatures \_\_\_\_\_

TENDER ENQUIRY NO. \_\_\_\_\_

**PRICE SCHEDULE**  
**(To be completed by Foreign Supplier or their Local Agents)**

Name of Bidder \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

1	2	3	4	5	6	7
Item No.	Description	Country Of Origin	Qty.	Unit Price FOB Port of Loading	Unit Price CFR Karachi PAKISTAN	Total CFR Cost per item Col 4x6
					Total:	

**Notes:**

1. Currency in which prices are quoted \_\_\_\_\_
2. Discount, if any on unit FOB value \_\_\_\_\_ (%) percent.
3. In case of discrepancy between unit and total, the unit price shall prevail.

Signature of Bidder \_\_\_\_\_

Stamp of Bidder \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**PRICE SCHEDULE FOR DOMESTIC GOODS OR  
GOODS OF FOREIGN ORIGIN LOCATED  
WITHIN THE PURCHASE’S COUNTRY  
(To be completed by Domestic Bidders)**

Name of Bidder \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

1	2	3	4	5	6	7	8	9
Item.	Description.	Country of Origin.	Qty.	Unit Price (Ex-Factory Ex-warehouse Ex-Showroom off-the-Shelf.	Domestic Value added in the manufacturing cost as a percentage of the ex-factory price.	Total price per unit (Col. 4x5).	Unit Cost of inland delivery to final destination.	Sales and other taxes payable if contract is awarded.
					Total:			

Currencies to be used in accordance with Clause 4 of the Instructions to Bidders. The Price shall include all Customs duties and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of the item, or the customs duties and sales and other taxes paid on the previously imported item offered ex-warehouse, ex-showroom or off-the shelf. These factors should not be entered separately.

Notes.

1. Currency in which prices are quoted \_\_\_\_\_
2. Discount, if any, on unit FOB value \_\_\_\_\_ (%) percent.
3. In case of discrepancy between unit price and total, the unit price shall prevail.

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Stamp

**SUI NORTHERN GAS PIPELINES LIMITED  
TENDERERS ARE REQUIRED TO COMPLETE THIS  
FROM AND RETURN IT WITH THEIR QUOTATION.  
FAILURE TO DO SO WILL BE AT THE BIDDER’S  
RISK AND MAY RESULT IN REJECTION OF BID.**

1.	Is your offer firm and irrevocable?	
2.	Is your offer on CFR Karachi basis and in line with the requirements of clause of our “Instruction to Bidders?”	
3.	Is your offer valid for a period of 90 days from the closing date of the tender?	
4.	Amount and reference of Bid Bond.	
5.	Name of the Bank executing the Bid Bond.	
6.	Would you execute Performance/Warranty Bond Guarantee in line with the requirements stipulated in this Instruction to Bidders.?”?	
7.	Do you agree to the clause 4 on “Late Delivery Charges” stipulated in Appendix ‘A’?	
8.	Do you agree to meet the delivery schedule stipulated in Appendix ‘E’?	
9.	Have you provided technical literature (in English), covering the tendered products.	
10.	Have you submitted documentary evidence for post tender qualification as stipulated in Appendix ‘A’?	
11.	Have you provided name and address (with name of contact and Telephone Nos.) of the companies to whom the tendered products have been sold during the last five years?	
12.	Have you enclosed requisite data covering financial and technical capability of manufacturer (s) of goods offered?	
13.	Full name and address of your Principals.	
14.	Full name and address of your manufacturer’s processors and producers.	
15 (a).	In case of an order, payment will be made through an irrevocable and firm letter of credit and on production of shipping documents. Please confirm this is acceptable.	

15	If so then advise the name of the party in whose favour L/C is to be established?	
16.	Country of origin.	
17.	Port of shipment.	
18.	Discount if any.	
19.	Local agents, if any, in Pakistan?	
20.	Local agency commission (in case of local agents) included in your quotation to be paid in Pak Rupees Please specify?	
21.	Do you agree to abide by all other commercial terms and conditions of this tender enquiry?	
22.	Have you indicated unit C & F Karachi/ (F.O.R) Prices? (where applicable)	
23.	Do you agree to the evaluation of each item separately for placing of order?	
24.	Have you filled in and signed, stamped (with official seal of your Company) and enclosed with your bid Appendices 'B', 'C', 'D' & 'E'?	
25.	Do you guarantee for the supply of spare parts for 10 years from the date of purchase order?	
26.	Please confirm that, the element of freight included in your CFR prices is based on shipment through PNSC vessel as per clause 2.1 (b) (i) of the "Instruction to Bidders"?	
27.	Have you attached freight certificate issued by PNSC' Karachi accordance with the clause 2.1 (b) (i) of the "Instruction to Bidders"?	
28.	Please confirm that, in case purchase order is placed on FOB basis and if the freight to be eventually paid by the company turns out to be more than that quoted in your bid, SNGPL in that case will recover additional freight charges from you in accordance with clause 31.2 of the "Instruction to Bidders"	
29.	Please also advise shipping specifications as under:- i) Exact weight (in metric Tons), ii) Exact volume (in Cubic meters)	

Date: \_\_\_\_\_

Stamp / Signature

**ANNEXURE “I”**

(To be typed on Company's Letter Head, by the same signatory / signatories, who have signed the bid (s).

**AUTHORITY LETTER**

M/s. Sui Northern Gas Pipelines Limited, Lahore.

We M/s \_\_\_\_\_ representing M/s. \_\_\_\_\_ are/have submitted Quotation Ref. \_\_\_\_\_ dated \_\_\_\_\_ against SNGPL's tender Ref. \_\_\_\_\_ dated \_\_\_\_\_ due for opening on \_\_\_\_\_ at \_\_\_\_\_ hours

We here by authorize Mr./Miss/Mrs. \_\_\_\_\_ (Name)

\_\_\_\_\_ to attend the Public opening of the bids on our behalf. He /She has (Designations)

been further authorized to correct erased / fluided figure (s) if any, in the bid.

Signature \_\_\_\_\_

Stamp \_\_\_\_\_

**ANNEXURE “II”**

Bid Bond No. \_\_\_\_\_

Date: \_\_\_\_\_

M/s Sui Northern Gas Pipelines Ltd.  
P.O. Box No. 56, 21-Kashmir Road,  
LAHORE (PAKISTAN)

**BID BOND**

As per request of M/s \_\_\_\_\_

we hereby issue our letter of Guarantee No. \_\_\_\_\_ dated \_\_\_\_\_

in favour of Sui Northern Gas Pipelines Ltd. in the sum of \_\_\_\_\_  
(Amount)

\_\_\_\_\_ on account of Customer as Bid Bond as per requirement of your tender Enquiry.

No. \_\_\_\_\_ Due on \_\_\_\_\_ for supply of (Name) \_\_\_\_\_

This surety is being issued to enable the Accountee to participate in the Tender as per requirement of the Tender.

We, thereof, hereby undertake to make an unconditional payment of \_\_\_\_\_ to Sui Northern Gas Pipelines Ltd. on your first written call and without recourse to Customer, in case the Customer subsequently either withdraw, or unilaterally modify, vary or alters its Bid after opening of the tenders and before expiry of bid validity period, or fail to accept purchase order placed by Sui Northern Gas Pipelines Ltd. on the customer, within validity Period of the Customer's Bid or fails to provide Performance /Warranty Bond Guarantee within 30 day of the telefax of intent to place an order.

This Bid Bond shall remain valid and in full force till 30 days after the expiry of the bid validity or till after 120 days after the Bids opening, whichever is later, after which date no claim will be entertained.

Any claim arising out of this Guarantee must be lodged in writing within the validity period of this Bond certifying that the customer failed to meet the requirements that were covered by this Bid Bond.



**ANNEXURE "III"**

Performance / Warranty bond Guarantee  
No. \_\_\_\_\_

Date: \_\_\_\_\_

Valid up to 12 months after the last portion  
of the goods have been delivered as contract  
till \_\_\_\_\_ whichever is later.

M/s Sui Northern Gas Pipelines Ltd.  
P.O. Box No. 56, 21-Kashmir Road,  
LAHORE (PAKISTAN)

Dear Sirs,

**PERFORMANCE / WARRANTY BOND GUARANTEE**

As per request of M/s \_\_\_\_\_  
Hereinafter referred to as the "CUSTOMER"

We here by issue our letter of Guarantee No. \_\_\_\_\_

in favour of Sui Northern Gas Pipelines Ltd account of the customer

\_\_\_\_\_ for a sum not exceeding (Currency) \_\_\_\_\_

\_\_\_\_\_ being 10% of the total value of SNGPL purchase order  
(in words)

No. \_\_\_\_\_ dated \_\_\_\_\_ as a Performance / Warranty Bond Guarantee  
as per requirements and specifications mentioned in the Purchase order under the following terms and  
conditions:-

1. This guarantee is available for payment, without recourse to the customer against Sui Northern Gas Pipelines Ltd first written call to do accompany by a written statement certifying that, the customer failed to comply with the terms and conditions of the purchase order.
2. This guarantee bond shall remain valid till 12 months after the last portion of the goods has been delivered to the final destination indicated in the contract or till \_\_\_\_\_ whichever is later.

All claims under this guarantee must be submitted to us not later than the said validity date after which guarantee becomes automatically null and void, and the bank will stand discharged and released from all its liabilities here under.

Name of Bank  
Sd

Officer (Seal) Manager

## INTEGRITY PACT

\_\_\_\_\_ (the Seller/Supplier) hereby declares its intention not to obtain or induce the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GOP) through any corrupt business practice.

Without limiting the generality of the foregoing, (the Seller/Supplier) represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOP, except that which has been expressly declared pursuant hereto.

(The Seller/Supplier) certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GOP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

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

Notwithstanding any rights and remedies exercised by GOP in this regard, (the Seller/Supplier) agrees to indemnify GOP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation, to GOP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by (the Seller/Supplier) as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever from GOP.

\_\_\_\_\_  
**Signature of Bidder**

**ANNEXURE “V”**

Telephone Nos. (092) 42 – 99085024 – 99025028 - 99201449

Fax (092) 42 – 9201575, 9201302

**SUI NORTHERN GAS PIPELINES LIMITED**

Gas House, 21 – Kashmir Road, Lahore (Pakistan)

Purchase Order No. \_\_\_\_\_

Date : \_\_\_\_\_

Subject: \_\_\_\_\_

Reference: Your Letter No. \_\_\_\_\_ Dated \_\_\_\_\_ enclosing therewith your Principal’s quotation No. \_\_\_\_\_ Dated \_\_\_\_\_ in response to your tender enquiry No. \_\_\_\_\_

Dear Sir,

We are pleased to place an order on you for the following item (s),

Item No.	Description	Unit	Qty.	Unit Price	Total Value
Notes: As per attached cont’d.....Sheet No.1/ _____					

- 1. COUNTRY OF ORIGIN
- 2. PERIOD OF SHIPMENT
- 3. PORT OF DESTINATION

\_\_\_\_\_ works after receipt of operative L/C but try to improve the delivery period.  
KARACHI PORT / BIN QASIM PORT – PAKISTAN

Rs. 100/-  
(Non Judicial Stamp Paper)

**CERTIFICATE OF FULL DISCLOSURE AND NON-COLLUSION**

We, \_\_\_\_\_ ;, a company/firm registered under the laws of Pakistan and having registered office at hereby declare, confirm and as follows:

1. We have neither offered, given, received or solicited anything of value to influence the actions of any and all parties involved in the procurement process nor misrepresented or concealed any facts in order to influence the procurement process or accomplish the award of contract; nor have we been part of any corrupt or collusive practices prior to or after bid submission which might restrict, reduce or prevent free and open competition, and fair and transparent award of contract.
2. We neither had at the time of submitting the bid nor presently have any relationship, association or link with another bidder nor have we been involved in any arrangement or understanding that directly or indirectly restricted, reduced or prevented free and open competition or a fair and transparent award of contract; and we have made all the disclosures that may be necessary in this regard and nothing has been withheld or concealed from SNGPL.
3. At any stage of the procurement process or after award of the contract, SNGPL may, having evidence of any misrepresentation, inaccuracy, inconsistency or non-conformity in the disclosures, data or other information provided by us, withdraw the letter of award or terminate the contract at our sole cost and expense, and without any liability on the part of SNGPL.
4. This certificate shall form integral part of the contract documents and we shall remain bound by it at all material times.

(DEPONENT)

**Verification:**

Verified on oath that the contents of this Certificate are true to the best of our understanding, knowledge and belief and nothing has been concealed or misstated herein above.

(DEPONENT)

Date this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_