PRE-SHIPMENT INSPECTION OF 15,000 MT RICE TO BE EXPORTED TO CUBA

DETAILED TERMS AND CONDITIONS

1. GENERAL CONDITIONS:-

a. Trading Corporation of Pakistan (Pvt.) Ltd. (TCP) Karachi is a state owned commercial organization working under the administrative control of Ministry of Commerce, Government of Pakistan. Sealed bids for carrying-out Pre-shipment Inspection of Rice (10,000 MT IRRI (6) and 5,000 MT Super Basmati), to be exported to Cuba in bagged form are invited from the reputed Pre-shipment Inspection companies duly accredited with Pakistan National Accredited Council (PNAC), dealing in commodities' inspection and also duly registered with income tax & sales tax departments (whichever is applicable) and having at least two years' experience of Pre-shipment Inspection in the field of Bulk/Bagged shipments.

b. The interested companies may submit their bids in sealed envelopes, on the prescribed Bid Form **(Annex-I).**

c. The bids should be dropped in the tender box placed at the reception counter of TCP at 4th Floor, Block-B, Finance & Trade Center, Sharea Faisal, Karachi, up to ***1500 Hours on Monday 21st December 2015.*** The bids shall be opened on the same day in the TCP's Board Room, thirty minutes after the deadline for submission of bids i.e. at 1530 Hours in the presence of bidders or their authorized representatives who may wish to be present.

d. The tender documents downloaded from official websites of TCP www.tcp.gov.pk or PPRA www.ppra.org.pk should be supported with cash receipt of PKR 500/- on account of purchase of tender documents, to be obtained from the Cash Section of TCP, prior to dropping the bid envelope in the tender box.

e. A pre-bid meeting shall be held on 17th December 2015, in the Board Room of TCP's Office, Karachi at 1100 hrs. Interested parties may participate in the said pre-bid meeting.

2. ELIGIBILITY: -

a. Pre-shipment Inspection Bodies / Firms/ Companies having valid Inspection license /Certificate, duly accredited by PNAC for inspection of commodities and work experience of at-least two years for Pre-Shipment Inspection of bulk/bagged commodities in Pakistan.

b. The bidder must have the inspection system in operation for at-least two years.

c. Having no adverse reports / information / complaints, on their part about the performance as a PSI as per defined criteria of PNAC.

d. The companies who have defaulted with TCP are not eligible to participate in the Tender process. Further those who have not fulfilled their contractual obligations with TCP shall also not be eligible to participate in the process, unless they clear their dues along-with penalties or fulfill their contractual obligations with TCP, as the case may be, before the Tender opening date.

e. Having no direct or indirect involvement in the supply of RICE to TCP.

f. The bidder should not be black listed / defaulted with any government / semi-government organizations, including TCP.

g. The bidder(s) shall sign and stamp each page of the tender documents as acceptance of terms and conditions, as well as all the documents to be submitted along with the bid.

h. Applications not complying with the Tender terms and conditions or without required documents etc. shall not be considered.

3. **SCOPE OF WORK**

a. Pre-shipment inspection of IRRI-6 rice and Super Basmati rice as per International Trade Practice, meant for export to Cuba, at the godowns/mills of supplier and during loading of cargo at load port.

b. Supervision of loading of cargo at the godowns/mills of supplier, unloading at load port and loading on the vessel.

c. Inspection of vessel as per international trade practices.

4. **QUANTITY TO BE INSPECTED**

a. 10,000 MTs long grain white rice IRRI-6 as per specifications.

b. 5,000 MTs super Basmati Rice as per specifications.

5. **WORK SITES**

a. Godown/mills of the supplier, anywhere in Pakistan.

b. Load port (any port of Karachi i.e. KPT/Port Bin Qasim).

6. **VALIDITY OF OFFERS**:

a. The offers shall remain valid for acceptance for fifteen (15) days from the date of opening of tender.

7. EARNEST MONEY

a. Bids shall be accompanied with an Earnest Money of Rs. 100,000 (Rupees One Hundred Thousands) in the form of Pay Order / Bank Draft, issued by a first class scheduled bank in Pakistan, in favour of Trading Corporation of Pakistan.

b. The Earnest Money shall be encashed at the sole discretion of TCP in case of breach of any term and condition of the tender by the bidder.

c. The Earnest Money of the unsuccessful bidder(s) shall be released within 15 days from the date of finalization of tender.

d. The Earnest Money of successful bidder shall be released after submission and verification of Performance Bond.

8. PERFORMANCE GUARANTEE.

a. In case of award of the tender / contract, the successful bidder shall furnish within two (2) working days, from the acceptance of their bid, a Performance Guarantee of Rs. 300,000 (Rupees Three Hundred Thousand only) in the form of Pay Order / Bank Draft, issued by a first class scheduled bank in Pakistan, in favour of Trading Corporation of Pakistan, for due and satisfactory performance of the contract.

b. The Performance Bond shall be forfeited without any notice, in case the successful bidder commits any breach of contract or fails to fulfill any term and condition of the contract.

c. The Performance Guarantee shall be released within fifteen (15) working days after the satisfactory performance of the contract and safe and sound delivery of the cargo to the consignee at the discharge port.

d. No interest shall be payable to the PSI on the amount of Performance Guarantee.

9. **INSTRUCTIONS FOR THE BIDDERS**:

a. BIDDERS shall read the tender document along with Invitation for Bid and relevant rules carefully. Incomplete and conditional applications shall not be considered / accepted. No change / attachment of any document with the application shall be allowed once the Applications are opened.

b. TCP will disqualify a BIDDER where it is determined that the BIDDER has engaged in corrupt or fraudulent activities in competing for the application in question, which may includes the following practices: -

i. **"Corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of an officer of the TCP/Government in the application process; and

ii. **"Fraudulent practice"** means a misrepresentation of facts in order to influence the tender process to the detriment of the Purchaser/Employer, and includes collusive practices among BIDDERS (prior to or after submission of tender request) designed to establish competition at artificial, non-competitive levels and to deprive the TCP/Government of the benefits of free and open competition.

c. Any attempt by the applicant to influence TCP in the evaluation shall result in disqualification of their application.

10. **SUBMISSION OF DOCUMENTS:** -

a. The bidders are required to submit attested copies of the following documents along with their bids:-

i. A valid license of Inspection/Accreditation Certificate of PNAC in the name of the BIDDER for commodity inspection.

ii. Income Tax Registration Certificate / NTN Certificate and Sales Tax Registration Certificate in the name of Applicant(s) or proprietor(s) and documentary proof showing inclusion of their name in FBR's active tax payers list.

iii. Company Profile with full detail of Directors / Co-directors / Partners along with their CNIC, Office Address, Telephone Numbers and Memorandum and Article of Association of the Company.

iv. Documentary evidence of Pre-shipment Inspection of Bagged/ Bulk Cargoes in Pakistan showing experience of at least two years.

v. Annual Income Tax Returns and receipt of last two years.

vi. A certificate from the Bank (original), showing the Applicant's credit worthiness for an amount of not less than rupees two million. The certificate should be

dated, not earlier than 05 days prior to the opening of Tender process.

vii. An undertaking on the Letterhead of the Company to the effect that:-

1. The BIDDERS have not been black listed by any Government department/autonomous body/TCP.

2. There are no adverse reports / information / complaints/ suspension about the bidder regarding the quality and effectiveness of implementation of inspection system as per the defined criteria of PNAC.

3. The Applicant or their owners/ partners/ directors/ employees/ workers have no link with the suppliers of Rice or their local agents.

viii. Name, Designation, CNIC number with CNIC copy, residential phone number, present residential address and passport sized photograph of authorized representative(s), with Cellular No. who will be available at inspection site during operation.

ix. Any other document which the bidder may like to submit.

Note: All the above documents / information are mandatory for submission of bids. Any conditional offer / bids shall be deemed as non-responsive.

11. EVALUATION CRITERIA:-

a. The bids will be evaluated on the basis of lowest rate subject to the conformity with terms and conditions of the tender document.

b. The bidding process shall be subject to provision of Public Procurement Rules 2004.

12. JOB DESCRIPTION

a. The PSI shall remain in contact with the supplier of Rice and upon receiving intimation regarding readiness of cargo for inspection, shall immediately arrange to carryout comprehensive inspection of offered stocks/cargo for sampling quality, quantity, packing and weighing etc. as per Rice Purchase contract under intimation to TCP.

b. The PSI shall also check the quality of PP bags/marking/labeling (before filling-in the commodity) as per specification/method provided in the tender documents (Annex-III).

c. To coordinate with the nominee of TCP, if deputed.

d. The PSI shall draw five sets of samples of each variety of rice from each bin/ silo / godowns/lot, for analysis jointly with the supplier representatives and other attending agencies, separately as per international trade practice/standard. One sealed sample of rice shall be tested from PCSIR LAB in conformity with the specifications given in the relevant Rice purchase tender **(Annex-II)** and conduct aflotoxin test to check that the Rice is fit for human consumption. One sample to be delivered to supplier, one to TCP and two samples to be kept in record for at least one year by the PSI.

e. The consignment shall be sealed by the inspection agent and stored in a safe, secured place / godowns duly fumigated as per international standards.

f. Only inspected, tested and duly cleared/approved by the Lab cargo shall be allowed for transportation to load port.

g. The PSI shall supervise the process of loading of cargo at the mills/Godowns of the supplier, unloading at the load port and loading on the vessel to ensure that only the duly inspected/cleared/approved by the Lab cargo is being transported to the load port and boarded on the vessel.

h. The PSI shall draw the required number of samples of each variety of rice, as per international trade practice while loading the cargo on the vessel and shall also test the quality of the cargo, as per specification, if deemed necessary. If required, one set of samples of each variety of rice shall be handed over to the Master of the vessel for onward delivery to the consignee.

i. A detailed Inspection Report of the cargo/consignment shall be furnished by the Inspection Agent immediately in accordance with the tender.

j. The Inspection Agent shall mention in its report the commencement and completion date of loading, circumstances and condition of the cargo loaded on the vessel.

k. The PSI shall allow sailing in writing, after ensuring that cargo loaded on the vessel, is as per specifications provided in the tender along with a clear mention that sealing of the covers of the holds/hatches of the vessel are properly sealed/air tight.

l. On completion of loading the PSI will issue the following documents:-

    i. Certificate of quality against specifications as per TCP's tender/contract.

    ii. Certificate of quantity by shore figures.

m. The PSI should cover the points mentioned in the Rice Purchase Tender, which is available on TCP's websites (www.tcp.gov.pk).

n. If required, the PSI will instruct supplier for provision of craft paper before commencement of loading and the supplier shall be responsible to arrange the same as per PSI's instruction.

o. If required, PSI shall witness/supervise the fumigation of holds/hatches and shall issue necessary certificate to this effect. The fumigation material will be provided by the supplier.

p. Any/all charges/expenses for testing /checking of rejected cargo shall be on account of Seller/Supplier of Rice.

q. To perform all other relevant jobs /inspection required as per relevant Rice Purchase Tender.

13. INSPECTION OF VESSEL:-

a. The PSI shall carry out condition survey, hold/hatches cleanliness inspection/survey and all other necessary survey / inspections of the vessel at berth as per International Standards. If vessel found in accordance with the description as per charter party and ready in all respects then PSI shall issue the fitness certificate that the vessel is fully fit and suitable to load the intended cargo. In case of any fault or not fulfilling of any condition, the vessel shall not be allowed to load the cargo and PSI shall reject the vessel with a written justification/report.

b. PSI shall ensure and certify that all cargo spaces, overhead beams, frames and brackets to be: -
    i. Free from remains of last cargoes,
    ii. Free from rust and loose scale,
    iii. Free from infestation,

iv. Dry, clean and free from odors,

14. DAMAGES / CLAIMS

a. In case it is established that the pre-shipment inspection agent approved incorrect and substandard goods due to deliberate acts or negligence or in collusion with the supplier, he shall be held responsible for the losses and penalties as deemed appropriate by TCP besides forfeiture of their Performance Guarantee.

15. **PAYMENT**

a. 100% payment will be made after completion of satisfactory loading of duly tested/approved/cleared cargo as per specification and sailing of the vessel from the load port. The PSI shall be required to submit the following documents along with 100% bill:-

i. Invoice with covering letter, both duly signed and stamped by authorized officer.

ii. Original set of reports including Lab test reports duly signed and stamped by the concerned departments.

iii. Copy of TCP's award/work allocation letters.

iv. Quantity certificate mentioning full detail of the cargo loaded on the vessel, duly signed and stamped by the authorized officer.

v. Detailed pre-shipment inspection report duly signed and stamped by the authorized officer.

vi. Copy of clean Mate Receipt duly signed and stamped by the Master of the vessel.

vii. Copy of Bill of Lading.

viii. Any other document confirming the satisfactory performance of PSI job.

16. **RESOLUTION OF DIFFERENCE / DISPUTE BY ARBITRATION**

a. Any difference or dispute of whatsoever nature arising between the parties, shall be referred to for resolution to the Chairman TCP or his duly authorized nominee whose decision shall be final and binding on both the parties.

17. CONTRACT

a. Following documents shall constitute the contract:-

i. The tender notice and terms and conditions of the bidding documents along with all annexures, the bid submitted by the successful bidder, integrity pact (if any), and the performance guarantee and TCP's award/work allocation letters.

ii. Any other document relating to award of contract.

iii. Two copies of contract in original shall be signed by the Seller and Buyer immediately after acceptance of offer.

18. TCP reserves the right to reject any or all tenders subject to provisions of Public Procurement Rules, 2004.

ANNEXURE- I

TRADING CORPORATION OF PAKISTAN PRIVATE LIMITED

BID FORM FOR PRE-SHIPMENT INSPECTION OF RICE

Reference your tender no ***POD/RICE/PSI/01/2015*** Dated: December_____ 2015 published in daily _____ dated _____. We hereby offer following rates on per metric ton net basis for pre-shipment inspection of the 15,000 MTs rice (which includes 10,000 MTs long grain white rice IRRI-6 variety and 5,000 MTs super basmati), to be carried out as per the specification mentioned in the tender and international trade practices and standards:-

Functions	Rate PMT in Pak Rupees net for pre-shipment inspection of cargo/vessel, supervision of loading/unloading. (including all applicable duties and taxes)
All functions as mentioned by TCP in the tender document including pre-shipment inspection of IRRI-6 and super basmati rice at the supplier's godown/mill prior to filling of PP bags, as well as at the load port and supervision of loading of cargo on both sites i.e. mills/godowns and load port.	

We have thoroughly read the Tender Notice and all Terms and Conditions of the tender and accepted un-conditionally and we also confirm that we shall abide by all the terms and condition of the tender un-conditionally.

Name of Bidder: _____

CNIC No: _____

Designation: _____

Company: _____

NTN No: _____

Amount of Earnest Money: _____

Pay order/Bank Draft No: _____ Date: _____

Name of issuing Bank: _____ Branch: _____

Signature: _____

Stamp : _____

Date: _____

ANNEXURE-II

QUALITY SPECIFICATIONS

Long Grain White Rice IRRI-6	
GRADE DESIGNATION	**PREMIUM GRADE**
MOISTURE CONTENT (maximum limit)	**14.0%**
DAMAGED AND YELLOW KERNEL (maximum limit)	**1.5%**
BROKEN GRAINS (maximum limit)	**5.0%**
CHALKY AND IMMATURE KERNEL(maximum limit)	**2.0%**
OTHER VARIETIES(maximum limit)	**2.0%**
FOREIGN GRAINS (maximum limit)	**0.5%**
FOREIGN MATTER(maximum limit)	**0.5%**
PADDY GRAINS No./ 100 Grains(maximum limit)	**1**
RED RICE (maximum limit)	**1.0%**
UNDER MILLED RED STRIPE (maximum limit)	**1.0%**
KETT WHITENESS	**42**
DOUBLE POLISH	
SORTEX	
Note: Brokens of Size ¾ length of Grain and above shall be counted as HEAD RICE. The length of ¾ grain will be 4.5 mm Minimum and shall be counted as HEAD RICE.6.0 mm to 6.99 mm will be 70% minimum Upto 6.00 mm will be 30% maximum	

Super Basmati Rice	
GRADE DESIGNATION	**PREMIUM GRADE**
MOISTURE CONTENT(maximum limit)	**14.0%**
DAMAGED AND YELLOW KERNEL(maximum limit)	**0.5%**
BROKEN GRAINS (maximum limit)	**4.0%**
CHALKY AND IMMATURE KERNEL (maximum limit)	**2.0%**
OTHER VARIETIES (maximum limit)	**3.0%**
FOREIGN GRAINS (maximum limit)	**0.1%**
FOREIGN MATTER (maximum limit)	**0.0%**
PADDY GRAINS No./ 100 Grains (maximum limit)	**1**
RED RICE (maximum limit)	**0.5%**
UNDER MILLED RED STRIPE	**1.0%**
KETT WHITENESS	**42**
AGL (minimum)	**7.1**
PURITY	**93%**
DOUBLE POLISH	
SORTEX	
Note: Brokens of Size ¾ length of Grain and above shall be counted as HEAD RICE.	

ANNEXURE-III

METHODS OF TEST FOR PACKING, MARKING & LABELING

1. PACKING & MARKING:

i. In standard packing as per following specifications in new white polypropylene (PP) bags. The contents of Rice in each bag should be 50 Kgs. net. The specifications are given below:

SR. NO.	CHARACTERISTICS		REQUIREMENTS	TOLERANCE	METHOD OF TEST
1.	*Dimension in mm (inch) outside length*		*37*	*+/- 15mm*	*PS:ISO 22198-2014(R)*
	Outside width		*23*	*+/- 10mm*	
2.	*Mass per bag (gm)*		*120*	*+/- 5%*	*PS:ISO 3801-2014(R)*
3.	*Denier of tape (Minimum)*		*1000*	*+/- 5%*	*PS:ISO 7211/5-2014(R)*
4.	*Density/dm (inch) (minimum)*	***Ends***	*43(11)*	*xxx*	*PS: ISO 7211/2-2014(R)*
		Picks	*43(11)*		
5.	*Minimum Breaking Strength of fabric on 5x20 cm strip (kg)*	***Warp***	85	*xxx*	PS: ISO 13934/1-2014(R)
		Weft	85		
6.	Minimum Breaking Strength of Seam (Kg)		30	*xxx*	PS: ISO 13935/1-2014(R)
7.	Minimum Bursting Strength of base fabric (Kg/cm^2)		20	*xxx*	PS: ISO 1398/1-2014(R)

ii. The bags should have ZigZag cutting and with Bottom Double Stitch.

iii. The bag shall be marked with information as required by the TCP using indelible ink and printing should be clear without any major smudges or missed portions and as per international standards.

iv. 2% empty bags will be supplied free of charge.

v. **OTHER REQUIREMENTS:**

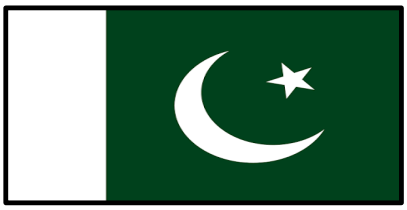
Joint bags : The sacks shall not be made from joint pieces.

UV-resistance test : It is desirable by buyer and seller that the sacks are stabilized for U/V light. The procedure is described in **Annex-IV**.

Drop test : It is desirable by buyer and seller that the drop test shall be carried according to PS: 4879-2008 and the related parameter as prescribed in **Annex-V**.

2. MARKING/LABELING:

Each bag of White Long Grain IRRI-6 Rice shall be printed / marked in **black colour** as under:

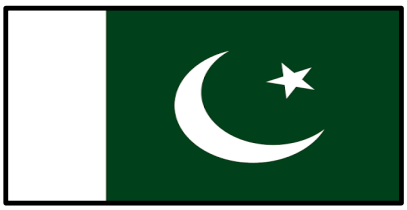


(in colours) (Length of Flag 12 inches and width 8 inches)

GIFT FROM PEOPLE OF PAKISTAN FOR PEOPLE OF CUBA

COMMODITY:	RICE (IRRI-6)
NET WEIGHT:	50 KGs.
CROP YEAR:	2015-16
EXPIRY DATE:	JANUARY 2017

Each bag of Super Basmati Rice shall be printed / marked in **red colour** as under:



(in colours) (Length of Flag 12 inches and width 8 inches)

GIFT FROM PEOPLE OF PAKISTAN FOR PEOPLE OF CUBA

COMMODITY:	RICE (SUPER BASMATI)
NET WEIGHT:	50 KGs.
CROP YEAR:	2015-16
EXPIRY DATE:	JANUARY 2017

ANNEXURE-IV

PROCEDURE FOR U/V RESISTANCE TEST

i. **UV – Resistance Test:**

The determination of the influence of UV – Radiation and weathering on the breaking strength of woven polythene fabric shall be carried out in accordance with ASTM G 53-1988. The requirement may be matter of mutual agreement between the buyer and seller.

ii. **Test Procedure:**

The test shall be carried out with fluorescent UV-Lamp Type-B. The duration of the test shall be 144 hours (i.e. 6 days). The test cycle shall be eight (08) hours at + 60 degree Celsius with UV-Radiation, alternation with four (04) hours + 50 degree Celsius with condensation.

iii. **Criteria for passing the UV-Resistance Test:**

After the test, the breaking strength of the tested material shall be at least 50% of the original breaking strength.

ANNEXURE-V

PSQCA PARAMETERS FOR DROP TEST

i. **Drop Test:** The drop test shall be carried out on three bags and shall comprise following sequence:

ii. **Flat dropping:** The bags shall be dropped from a height of 1800 mm twice on one flat face and twice on the opposite flat face.

iii. **Criteria for passing the drop test:** After each drop there shall be no rupture or less of contacts. A slight discharge e.g. from closures, upon impact shall not be considered a failure of the bag provided that no further leakage occurs after the sack has been raised clear of the ground.