

KARACHI METROPOLITAN CORPORATION
TRANSPORT & COMMUNICATION DEPARTMENT

TENDER DOCUMENTS

SINGLE STAGE – TWO ENVELOPE SYSTEM

Based on SPPRA Rule 2010



**OPERATION, MANAGEMENT, COMPLETE MAINTENANCE &
FARE COLLECTION OF DEDICATED CNG BUSES FOR
CITY PUBLIC TRANSPORT SERVICES IN KARACHI**

Validity of Tender : 90 Days

Tender Cost : Rs.3,000/-

To be Opened on : _____ 2015

**SENIOR DIRECTOR
T&C DEPARTMENT, KMC**

No.	Dated : _____
Issue to M/s _____	P.O. No. _____
_____	Dated : _____
_____	Bank : _____

Signature & Stamp of Issuing Authority

REQUEST FOR PROPOSALS

1. INTRODUCTION & BACKGROUND :

- 1.1 If we look at the overall traffic and transport situation of Karachi, it transpires that the city's population has reached around 18 million by the year 2008. The travel demand has also been considerably increased to an alarming level, as according to the Person Trip Study of Karachi conducted by JICA in 2005, the city generates around 24.2 million Person Trips on a typical week day, about 60 percent of which take place through public transport. Therefore, provision of an efficient and reliable public transport system in Karachi is highly warranted.
- 1.2 Presently, there is acute shortage of public transport in Karachi, as around 40 persons are competing for one seat. Compared with other cities in the world, it ranges from 8 to 15 passengers per seat. Realizing the dimension of the problem, the Karachi Metropolitan Corporation, in collaboration with the Provincial and Federal Governments, had initiated the project for introduction of environment friendly public transport service in Karachi.
- 1.3 Since the transport sectors initiatives have direct bearing on comfort and convenience of common man, it is the matter of vital importance that the dedicated CNG Bus Project launched by Karachi Metropolitan Corporation be expanded by introducing more buses on high travel demand routes.

2. THE REQUEST FOR PROPOSALS (RFP):

- 2.1 This Request for Proposals (RFP) is issued by the Transport and Communication Department, (T&C Department), on behalf of the Karachi Metropolitan Corporation (KMC). It invites transport companies of well repute having experience in the field of Public Transport Fleet Management, Operation & Maintenance of 16 Dedicated CNG buses presently being operated on Route as per the following alignment :

CNG ROUTE # 1 – FROM SURJANI TOWN TO TOWER :

Surjani Town to Tower via : Nagan Chowrangi, Sakhi Hassan, Board Office, Lasbella, Grumandir, Numaish and Tower.

- 2.2 The bus terminal at Sector 5-D, Surjani Town, over an area 4.00 acres has been developed with facilities including parking yard, workshops, offices, etc. The buses shall be operated from the said terminal.
- 2.3 The fare tariff will be submitted by the Operator.
- 2.4 The fares shall be regulated by the KMC.

3. RESPONSIBILITIES OF THE OPERATOR :

- 3.1 The Operator shall be responsible for management, operation and complete repair / maintenance of CNG buses including CNG filling, replacement of spare parts, oil, lubricants, tyres, batteries, payment of salaries to the staff deployed on the project and any other expense related to the project with no financial liabilities on KMC.

- 3.2. The CNG buses shall be operated on the route/s as specified in para 2.1. However, the operator may be asked to operate the buses on any other urban route as specified by KMC and to meeting emergency requirement, provided that the Operator will be consulted in respect of tariff on such routes.
- 3.3. The bus service shall be operated from 06:00 AM to 12:00 midnight without any break as per the operational schedule submitted by the Operator and maintain specified minimum frequencies and capacities as per the manufacturer's specifications. A low frequency night bus service every hour may be agreed with the operator.
- 3.4. Operate the services by ensuring safety and security of passengers with closed doors, cleanliness of buses, stoppage at designated bus stop locations.
- 3.5. The vehicle should not be taken to any place other then designated routes, and not used for any other purpose, except as directed by KMC.
- 3.6. The service will be operated in accordance with the well elaborate regulatory mechanism as defined in the Motor Vehicle Ordinance, 1965, Motor Vehicle Rules 1969, and as per prudent practices with special emphasis on service discipline i.e. time scheduling, operation along the route with safe driving practices and observance of uniform by Drivers, Conductors, maintenance staff etc. as approved by the KMC.
- 3.7. The Operator shall provide list of staff deployed on the project within seven (07) days of signing the agreement and thereafter any change will be communicated to KMC immediately.
- 3.8. Penalties will be imposed on non-performance of the regulatory requirements which shall be deposited by the operator within seven (07) days of issuance of such notices.
- 3.9. The Operator shall be responsible for routine maintenance, periodic maintenance, major and minor repair works related to mechanical, electrical, denting, painting and body work including parts, materials, oil, lubricants, tyres, batteries etc. The maintenance standards as specified by the manufacturer shall be strictly observed, particularly, the schedules specifying various activities like oil change, greasing, filters replacement, etc. as per satisfaction of the manufacturer's representative, verified by KMC's representative.
- 3.10. Any break down of vehicle due to negligence of the Operator will be seriously viewed and the penalty will be imposed equal to Rs. 300/- per bus per day.
- 3.11. The maintenance staff deployed by the Operator shall obtain suitable technical training arranged by the Operator.
- 3.12. The KMC is planning to install Fleet Management and Vehicle Tracking System in CNG Buses. The operator is required to corporate with the company responsible for installation, operation and maintenance of the system and should comply with regulatory requirements as may be notified by the company from time to time.

4. ADVERTISEMENT RIGHTS:

The Advertisement Rights inside and outside the buses shall rest with the Karachi Metropolitan Corporation.

5. BASIS FOR SELECTION OF OPERATOR :

The Operator will be selected through competitive tendering process in accordance with the Sindh Public Procurement Rules 2010 and as per the two levels evaluation criteria specified below :

Level – 1 Technical Evaluation primarily concerning previous experience, Route Management, Operational, Maintenance capabilities and financial standing of the Operator of the Operator.

Level – 2 Financial Evaluation, basically comparison of Financial Bids.

6. THE PROJECT TERMS :

The initial term will be two (02) years, renewable for another term subject to performance evaluation and as per mutual consent of the parties, OR the project will be re-tendered accordingly.

7. THE RFP PACKAGE :

The services to be provided by the bidders, the procedures to be followed during the tendering process, and the terms and conditions of the draft Agreement are described in this RFP Package. The RFP Package consist of:

The RFP

Annexure A to the RFP	–	Bidder's Commitment Letter
Annexure B to the RFP	–	Bid Form
Annexure C to the RFP	–	Draft Agreement

8. PROJECT MONITORING :

The process will be conducted solely under the direction and supervision of the Senior Director, T&C Department, KMC.

9. TIMETABLE :

The time for submission of proposals by the bidders is _____2015 upto 02:00 PM. Only the technical proposal shall be opened on the same day at 02:30 PM.

10. PROPOSAL FORMAT AND CONTENT :

Contents of the Proposal

Each proposal shall consist of the Bidder's Commitment Letter (Annex 'A' to this RFP), together with the following:

Technical Proposal containing the following information :

- (i) Confirmation of conformance with all mandatory tender requirements and a description of the corporate structure of the bidding entity and its relation with companies and individuals associated with the proposal ;
- (ii) Evidence relating to financial capability to provide the services, including audited financial statements for the most recent three years for the bidding entity and/or consortium members and/or parent company(ies) as appropriate details of any encumbrances, contingent liabilities, and/or outstanding claims that may materially affect the financial position of the bidding entity
- (iii) The earnest money amounting of Rs. 2,000,000/- (Rupees two million only) shall be deposited by the bidder along with the bid in the form of pay order / bank draft in the name of Transport & Communication Department, KMC, with the technical proposal.
- (iv) Bus operations plan specifying the fleet size required to maintain the proposed frequency during peak, off-peak and night time operations.

Financial Proposal containing the following information :

The financial proposal shall comprise of the bid form attached with the RFP.

11. COST OF PROPOSALS :

The bidder shall bear all costs and expenses with respect to the preparation and submission of its proposal and its participation in the tendering process.

12. PERIOD OF VALIDITY OF THE PROPOSAL :

Proposals shall remain valid for a period of 90 days commencing at the Submission Deadline as established by RFP or as amended pursuant to RFP.

The KMC may solicit bidders' consent to an extension of the Proposal Validity Period.

13. MODIFICATION OF PROPOSALS :

Bidders can't modify proposals after submission.

14. WITHDRAWAL OF PROPOSALS :

A bidder may withdraw its proposal after submission provided that a Notice of Withdrawal is received by the KMC prior to the Submission Deadline.

15. SUBMISSION, RECEIPT AND SIGNING OF PROPOSALS :

The bidder shall submit the proposal under two envelopes systems, that is, the technical and financial proposals in separate envelopes clearly marked technical and financial with original and one duplicate copy at the following address :

Senior Director,
Transport & Communication Department, KMC,
8th Floor, Civic Centre, Gulshan-e-Iqbal, Karachi.
Tel : 99230655 – Fax : 99231787.

16. OPENING AND EVALUATION OF PROPOSALS :

Opening of Technical Proposals :

The technical proposal submitted on or before the Submission Deadline, will be opened on the same day at 02:30 PM, in the presence of the bidders' representatives who choose to attend the opening.

17. Only the names of bidders shall be announced who submitted the proposals.

18. Bidders' representatives who attend the opening of the technical section envelopes shall sign a register to record their attendance.

19. OPENING OF FINANCIAL PROPOSALS :

The financial proposals of only Qualified Bidders will be opened on the notified date and time.

20. EVALUATION OF PROPOSALS:

The Evaluation of Proposals shall be undertaken by the designated Evaluation Committee after the deadline for submission of proposals. Any proposal not in conformity with the prescribed bidding procedure and requirements in the RFP will be disqualified.

The Technical proposals shall be evaluated first in accordance with the evaluated criteria prescribed below. The bidders who will secure 70 points shall be considered technically qualified. The financial proposals of the technically qualified bidders shall be opened in the presence of bidders. The Evaluation Report shall be hoisted on KMC's website and that of the prior to the award of contract.

21. TECHNICAL EVALUATION CRITERIA:

The Technical Proposals shall be evaluated as per the following criteria :

SN	CRITERIA	DISTRI-BUTIO N	MAXIMUM SCORE
i.	Qualification / Experience of firm & Key personal - Corporate Experience in public transport Management, Operation & Maintenance (Attach documentary evidence) :		15
	- Experience in Management, Operation & Maintenance of CNG buses, if any, (Attach documentary evidence)		15
	- Key Personnel of the firm to be involved in Management, Operation & Maintenance of CNG buses (Attach CVs)		15
ii.	Business plan for management and operation of CNG Buses i. Route management ii. Bus operation and scheduling iii. Service discipline iv. Cleanliness v. Routine and periodic maintenance		20
iii.	(a) Evidence relating to financial capability to operate bus service of a fleet of 25 Nos. dedicated CNG buses (Attach bank statement of last three years)		20
	(b) Audited financial statement for the last 3 years for the bidding entity and / or consortium members and / or parent company(ies) as appropriate.		
iv.	Tariff proposal for buses		15
	TOTAL		100

Minimum qualifying marks shall be 75.

22. PERFORMANCE SECURITY:

The successful bidder, within seven (07) days of the signing of the agreement and before taking over possession of 16 Nos. dedicated CNG Buses, furnish a performance guarantee to the KMC equal to Rs.2.000 million (Rupees two million only) in the shape of bank guarantee from the scheduled bank of well repute, having validity up to expiry of the contract period.

Departmental Verification
Seal & Signature

Signature of Bidder with Stamp

CERTIFICATE

This is to certify that all information attached with this Technical Offer is true.

I/We have signed & stamped all papers of this documents as well as all supporting documents enclosed.

I / We have attached Earnest Money in shape of _____ No. _____

(Pay Order / Bank Guarantee)(P.O. / B,G, No.) dated _____ issued from _____

(P.O. / B.G. Date)

(Name of Bank)

amounting to Rs. 2,000,000/- (rupees two million only).

**Departmental Verification
Seal & Signature**

Signature of Bidder with Stamp

BIDDER'S COMMITMENT LETTER

The Senior Director,
Transport & Communication Department,
Karachi Metropolitan Corporation,
8th Floor, Civic Centre, Gulshan-e-Iqbal,
KARACHI.

Subject:- CNG BUS PROJECT

With respect to the RFP for the provision of the services as contained in Section 4, please be advised as follows:

- (i) we have examined the RFP Package and confirm that we have received all pages of the RFP Package;
- (ii) by the submission of our proposal, we submit a binding offer to carry out all services and obligations described in the RFP Package in accordance with the terms and conditions of the RFP Package.
- (iii) by the submission of our proposal, we submit a binding offer to provide the staff identified in our proposal or, with TCD, KMC's prior written consent, equivalent or superior staff, to carry out the services set out in the RFP Package; and
- (iv) we agree to hold our proposal open for acceptance until the expiration of the Proposal Validity Period set out in the RFP Package.

(Signed by person or persons authorized to bind the bidder in accordance with RFP)

BANK GUARANTEE
(EARNEST MONEY)

We, (Name of Bank), Karachi with branch located at (Address of the Branch) hereby issue this Bank Guarantee to KMC as follows:

1. (Name of Bank), Karachi agree to be the Guarantor of M/s (Name of Address of the Contractor) in the amount of Rs. _____ (Rupees _____ only) KMC, in submitting a bond against earnest money for (Name of Contractor with name of Contract) as per terms & conditions of the Tender Documents / NIT published in different newspapers.
2. Whenever requested in writing by KMC, we shall pay immediately the full amount of this guarantee to KMC without first having to ask the said Contractor to pay or agree to pay provided the encashment written notice has been lodged within the validity period of the guarantee period.
3. This Bank Guarantee shall come into force from the date of issue and shall remain valid upto (Mention the date with addition 3 working days for completion of validity period i.e. 120 days).

We, (Name of Bank), Karachi represented by the undersigned Branch Manager and Known thoroughly the conditions of the agreement.

Signature of Authorized

Personnel of the Branch

WITNESS:

1. _____

2. _____

FINANCIAL PROPOSAL

Note: Please detach this portion, fill it, duly signed and stamped. Seal it in separate envelope clearly marking on the envelope FINANCIAL PROPOSAL with name of project.

BID / OFFER FORM**I. Revenue :**

SN	DESCRIPTION	
1.	Revenue share offered to KMC	Amount per bus per month : Rs. _____/= per month (Rupees _____ _____ _____ _____Only).

Note: The Operator should submit detailed financial model in support of subsidy required from KMC in his financial bid.

The KMC Revenue share will be realized through pay order to be deposited in the KMC's account on specific bank challan in advance before starting of the fortnight.

II. Tariff Proposal :

The bidder shall submit Tariff proposal as part of the Financial Proposal.

Signature of Bidder with Stamp