

**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 : \_\_\_\_\_ 2016

**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 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 for their 30 Nos. CNG Buses (18 Daewoo and 12 Hino Buses). On as is where is basis, out of which 11 Nos. Daewoo 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.

The company has the capability to refurbish the 12 Nos. Hino Buses and 07 Nos. Daewoo Buses at their own costs with no financial liability on KMC.

- 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.

2.5. The buses shall be operated on the following routes :

CNG Route 1 Surjani Town to Tower  
via : Nagan Chowrangi, Board Office, Lasbella, Gurumandir, M.A. Jinnah Road.

CNG Route 2 Surjani Town to Korangi  
via : Nagan Chowrangi, NIPA, Drigh Road, Shah Faisal Colony, Singer Chowrangi, Korangi # 5  
Korangi Crossing.

**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 by T&C Department, KMC. However, the operator may be asked to operate the buses on any other urban route as requested by operator 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 cooperate 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 operator.

**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 term will be the concessional period demanded by the bidder, which is renewable subject to performance evaluation and as per mutual consent of the parties, OR the project will be re-rendered 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 / bank statement to provide the services 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,  
8<sup>th</sup> 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-BUTION	MAXIMUM SCORE
i.	Qualification / Experience of firm & Key personal		15
	- Corporate Experience in public transport Management, Operation & Maintenance (Attach documentary evidence) :		
	- Experience in Management, Operation & Maintenance of CNG buses, if any, (Attach documentary evidence)		
	- 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		20
iii.	i. Route management		
	ii. Bus operation and scheduling		
	iii. Service discipline		20
	iv. Cleanliness		
	v. Routine and periodic maintenance		
	(a) Evidence relating to financial capability to operate bus service of a fleet of 30 Nos. buses (Attach bank statement of last three years)		
	(b) Bank 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
	<b>TOTAL</b>		<b>100</b>

**Minimum qualifying marks shall be 70.**

**22. PERFORMANCE SECURITY:**

The successful bidder, within seven (07) days of the signing of the agreement and before taking over possession of consisting on 11 Nos. operational Daewoo Buses and 19 Nos. non-operational buses comprising of 07 Nos. Daewoo Buses and 12 Nos. Hino Buses which are parked at Sector 5-D Surjani Terminal, 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,  
8<sup>th</sup> 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.**

**LIST OF BUSES OPERATIONAL / NON-OPERATIONAL**

<b>SR. No.</b>	<b>BUS No.</b>	<b>MAKE</b>	<b>OPERATIONAL / NON-OPERATIONAL</b>	<b>ESTIMATED COST OF REPAIR</b>	<b>REMARKS</b>
01.	JB-1283	Daewoo	Operational	-	
02.	JB-1278	Daewoo	Operational	-	
03.	JB-1248	Daewoo	Operational	-	
04.	JB-1232	Daewoo	Operational	-	
05.	JB-1245	Daewoo	Operational	-	
06.	JB-1240	Daewoo	Operational	-	
07.	JB-1236	Daewoo	Operational	-	
08.	JB-1231	Daewoo	Operational	-	
09.	JB-1221	Daewoo	Operational	-	
10.	JB-1239	Daewoo	Operational	-	
11.	JB-1237	Daewoo	Operational	-	
12.	JB-1230	Daewoo	Non-Operational	Rs.1,000,000	
13.	JB-1242	Daewoo	Non-Operational	Rs.1,000,000	
14.	JB-1249	Daewoo	Non-Operational	Rs.1,000,000	
15.	JB-1251	Daewoo	Non-Operational	Rs.1,000,000	
16.	JB-1243	Daewoo	Non-Operational	Rs.1,000,000	
17.	JB-1250	Daewoo	Non-Operational	Rs.1,000,000	
18.	JB-1247	Daewoo	Non-Operational	Rs.1,000,000	
19.	JB-0810	Hino	Non-Operational	Rs.750,000	
20.	JB-0801	Hino	Non-Operational	Rs.750,000	
21.	JB-0820	Hino	Non-Operational	Rs.750,000	
22.	JB-0823	Hino	Non-Operational	Rs.750,000	
23.	JB-0819	Hino	Non-Operational	Rs.750,000	
24.	JB-0808	Hino	Non-Operational	Rs.750,000	
25.	JB-0804	Hino	Non-Operational	Rs.750,000	
26.	JB-0816	Hino	Non-Operational	Rs.750,000	
27.	JB-0802	Hino	Non-Operational	Rs.750,000	
28.	JB-0813	Hino	Non-Operational	Rs.750,000	
29.	JB-0814	Hino	Non-Operational	Rs.750,000	
30.	JB-1215	Hino	Non-Operational	Rs.750,000	
<b>Total Cost of Repair of Buses</b>				<b>Rs.16,000,000</b>	

**BID / OFFER FORM**

1	Name of the Company/JV		
2	Authorized Person		
3	Contact Details		
<b>Project Financial Details</b>		<b>Please attach details</b>	
1	Capital Cost of Investment	Rs.	
2	Minimum time required to make all buses operational	Year	
3.	Concession period required to recover the investment with suitable profit	_____ years (effective from the date of signing the Agreement)	

Bidder offering lowest concession period with no KMC recourse shall be declared as the Successful Bidder.

The following documents are to be submitted along with tender in the same sequence as under :

- i) Original Tender purchased receipt.
- ii) pay order/demand draft deposit @ **Rs.2.00 million** in favor of KMC as per terms & condition advertised.
- iii) Original terms and conditions duly signed and stamped. Each page should be signed and stamped by authorized person.
- iv) Valid Income Tax Certificate or Income Tax Exemption Certificate.
- v) A certificate that the firm will abide all terms and conditions of the tender infringement for consequences for recommended by the competent authority.
- vi) Valid Sales Tax Certificate.
- vii) Audited financial statement for the last three (03) years.

**Commented [S1]:** 10% seems very big because the movement in equity by 10% may affect the project adversely.

**Commented [S2]:** Why should we get into niti grity. The responsibility of the contractor is to abide by the laws of Pakistan just like any other contract. We will probably be overdoing it.

**Tariff Proposal :**

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

**Certified that all terms and conditions mentioned in the tender are acceptable and we will abide by them strictly.**

Full Name & address of Firm : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CNIC No. of authorized person : \_\_\_\_\_

Signature of authorized person : \_\_\_\_\_

Stamp of the firm : \_\_\_\_\_

