

**GOVERNMENT OF PAKISTAN  
Pakistan Meteorological Department  
Met. Complex,  
University Road, Karachi–75270**



**(Bidding Documents)**

**No. QMS-IMG(7)-5(5)/2016/**

*for*

**PROPOSALS FOR RE-CERTIFICATION AUDIT OF  
QUALITY MANAGEMENT SYSTEM  
AS PER ISO 9001:2015**

*Under The*

*September– 2018*

**DIRECTOR GENERAL  
PAKISTAN METEOROLOGICAL DEPARTMENT, KARACHI  
Islamic Republic of PAKISTAN**

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# **Tender Notice**

**GOVERNMENT OF PAKISTAN**  
**PAKISTAN METEOROLOGICAL DEPARTMENT**  
**(Headquarters Camp Office)**  
University Road, KARACHI-75270.

## Tender Notice

Separate Sealed Proposals / Tenders are invited on **F.O.R basis** from the reputed Registrar/ Company registered with Income and Sales Tax Departments and accredited with ISO 9001:2015 compliant Quality Management System certificate awarding bodies for carrying out the following activity:

S. No.	Item	Sites	Closing Date & Time	Opening Date & Time
1	Re-Certification Audit of implemented Quality Management System, as per ISO 9001:2015, in "Provision of Aviation Meteorological Service to International Air Navigation"	07	28-09-2018 at 11:30PST	28-09-2018 at 12:00PST
2	A complete 3-year Annual Surveillance Audit plan	24	28-09-2018 at 11:30PST	28-09-2018 at 12:00PST

**Terms & Conditions:**

1. Bid Security (2% of the Offer) in shape of Bank Draft / Pay Order in favour of D.G. Met. Services, Islamabad should be submitted with the Bid.
2. Incomplete or late received offer will not be considered.
3. Detail specifications can be obtained from websites: [www.ppra.org.pk](http://www.ppra.org.pk) or [www.pmd.gov.pk](http://www.pmd.gov.pk) or undersigned during office hours.

**S. SARFARAZ**  
Director(IMG)  
Ph: 021-99261408, Fax: 021-99261405

**(Section – 1)**

**REQUIREMENT**

**PROPOSALS FOR RE-CERTIFICATION AUDIT OF THE ISO 9001: 2015 QUALITY MANAGEMENT SYSTEM IN “PROVISION OF AVIATION METEOROLOGICAL SERVICE TO INTERNATIONAL AIR NAVIGATION”.**

Pakistan Meteorological Department (PMD) invites the proposals from reputable companies/ registrars, accredited with ISO 9001:2015 certificate awarding bodies and registered with Sales Tax/ Income Tax Department, for a Re-certification audit of ISO 9001:2015 compliant implemented Quality Management System in “Provision of Meteorological Services to International Air Navigation” at the following seven (listed under A) Met /Aero-meteorological (Aeromet) Offices / observatories and a follow-up 3-year Annual Surveillance Audit plan at 24 sites as listed below (under B).

A.

1. Main Met Office Jinnah Int'l Airport, JIAP, Karachi
2. AeroMet Observatory, Nawab Shah, Nawab Shah Airport, Shaheed Benazirabad.
3. Aeromet Observatory, Chitral Airport, Chitral, KP
4. Aeromet Observatory, Saidu Sharif Airport, Saidu Sharif, Swat (KP)
5. Aeromet Observatory, D.I. Khan Airport, D.I. Khan, KP
6. DMO, Gilgit Airport, Gilgit-Baltistan, GB&
7. Aeromet Observatory, Skardu Airport, Skardu. GB.

B.

S. No	Met Office /AeroMet Office	Office Name with complete address
1	Met Office Jinnah International Air Port, Karachi	Met Office Jinnah International AirPort, Room # 3106, Karachi-75200, Pakistan
2	Met Office AIIP, Lahore	Met Office Allama Iqbal International Airport, Lahore
3	Met Office Sialkot International Airport, Sialkot	Met Office Sialkot International Airport, Sialkot-Pakistan
4	Met Office Multan International Airport, Multan	Met Office Multan International Airport, Multan Cantt.
5	Met Office Gilgit Airport	Met Office Gilgit Airport, Gilgit (Gilgit-Baltistan)
6	Met Office Skardu Airport	Met Office Skardu Airport, Skardu (Gilgit-Baltistan)
7	Met Office Bahawalpur Airport	AeroMet Observatory Bahawalpur Airport, Bahawalpur.
8	Met Office Rahim Yar Khan Airport	Sheikh Zayed International Airport, Rahim Yar Khan
9	Met Office DG Khan Airport	AeroMet Observatory DG Khan Airport ,DG Khan.
10	Met Office Faisalabad Airport	Met Office Faisalabad International Airport, Faisalabad.
11	Met Office D.I. Khan Airport	AeroMet Observatory, D.I. Khan Airport, D.I. Khan (KPK).
12	Met Office Hyderabad Airport	DMO Hyderabad Airport, Hyderabad.
13	Met Office Nawabshah Airport	AeroMet Observatory

		Nawabshah Airport, Shaheed Benazirabad.
14	Met Office Sukkur Airport	AeroMet Observatory Begum Nusrat Bhutto Airport, Sukkur.
15	Met Office Moenjodaro Airport	AeroMet Observatory Moenjodaro Airport, Moenjodaro.
16	Met Office Chitral Airport	AeroMet Observatory Chitral Airport ,Chitral (KPK)
17	AeroMetObservatorySaidu Sharif, Swat	AeroMet Observatory Saidu Sharif Airport, Swat (KPK)
18	Met Office, New Islamabad Int'l Airport, Islamabad	IIAP, Distt Islamabad
19	AeroMet Observatory Panjgur	Panjgur Air Port, Distt Ketch Balochistan
20	AeroMet Observatory Pasni	Pasni Airport, Coastal area Balochistan
21	AeroMet Observatory, Turbat	Turbat airport, Distt Ketch, Balochistan
22	AeroMet Observatory, Dalbandin	Dalbandin airport, Distt Kharan Balochistan
23	AeroMet Observatory, Zhob	Zhob airport Zhob Balochistan
24	AeroMet Observatory Gwadar,	Gwadar Air Port, Distt Gwadar, Balochistan

**(Section – 2)**

**TERMS & CONDITION**

## TERMS & CONDITIONS

### **Eligibility Criteria for Bidders/ Registrars**

The Firms/ Registrars bidding this tender must meet the following minimum required criteria:

1. The company accredited with ISO 9001:2015 QMS certificate awarding body should have minimum experience of 20 years of issuing the ISO 9001:2015 (formerly ISO 9001:2008) compliant QMS certificates in Pakistan.
2. It should have regional offices network across Pakistan so as to have an easy and cost-effective access to PMD regional/local Met/Aerometoffices/observatories.
3. It should have sector (Aviation or alike) specific qualified auditor(s) at regional level across Pakistan.
4. It should have good number (preferably in hundreds) certificates issued on its credit.
5. Each year seven (06/ 07) stations from mentioned list, would be selected for Audit.

### **Terms & Conditions:**

1. **Earnest Money/Bid Security:** The Bidder shall furnish **2%** earnest money as part of its bid with the price proposal and its photocopy with Technical Proposal. The bid security shall be in the form of a *Bank Draft / Pay Order* in favour of **Director General, Meteorological Services**. The Bid Security of unsuccessful bidders will be returned as promptly as possible, after the expiration of the period of bid validity.
2. **Sealing & Marking the Bids:** The inner and outer envelopes shall;
  - (i) be addressed to the Service seeker at the following address: **The Director General, Pakistan Meteorological Services, HQs Camp Office, University Road, KARACHI.**
  - (ii) bear the following identification:
    - Bid for carrying out of the Re-certification Audit of ISO 9001:2015 Quality Management System at 07 PMD offices/sites in 2018 with follow up 3-year plan for annual surveillance audit of 24 sites/ offices.
    - Bid Reference Number: \_\_\_\_\_
    - DO NOT OPEN BEFORE \_\_\_\_\_ *[time and date for bid opening]*
3. **Deadline for Submission of Offers:** Technical and Financial Offers should reach on or before **September 28, 2018 at 1130PST**. Technical Proposals will be opened on same day at **12:00PST** in the presence of Bidder's/ Participant's Representatives.



Only Technically accepted / qualified Bidders would be invited to attend the Opening of Financial Proposals later on.

4. ***Incomplete or late received Bid / Offer will not be considered.***
5. **Bidding Procedure:**
  - a) Single-stage two envelopes i.e. **Technical** and **Financial**.
  - b) The bid submitted by the Bidder/Registrar shall comprise two envelopes submitted simultaneously, one containing only the **Technical Proposal** and the other one the **Price Proposal**.
6. **Documents Comprising the Bid:** The bid submitted by the Bidder/Registrar shall comprise two envelopes submitted simultaneously, one containing only the **Technical Proposal** and the other one **Price Proposal**.
  - A) The **Technical Proposal** shall contain the following:
    - (i) Experience of issuing the ISO 9001:2015 compliant QMS certificates in Pakistan;
    - (ii) Schedule and 3-year plan for carrying out the Annual Surveillance Audit at 24 Met/AeroMet Offices/ Observatories of PMD;
    - (iii) The Registrar's /Company's regional offices network detail across Pakistan;
    - (iv) The list of Sector specific (Aviation or alike) qualified auditors;
    - (v) Copy of Bid Security, and;
    - (v) Technical Brochures of quoted items.
  - B) The **Price Proposal** shall contain the following:
    - (i) Price Proposal / Quotation;
    - (ii) Bid Security (Original);
    - (iii) Schedules of Prices/ payments:
7. Bids shall have to remain valid for a period of at least **120 days** after the date of opening of technical proposals.

For further detail, please Contact:

**S. SARFARAZ**

Director (IMG)

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