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No. I&P/Labs/24-25
Government of Pakistan
Ministry of Aviation
PAKISTAN METEOROLOGICAL DEPARTMENT
(Indent and Purchase Section)
Sector H-8/2, Post Box No. 1214, **Islamabad, Pakistan**
URL: <http://www.pmd.gov.pk/>

INVITATION TO BID

1. Pakistan Meteorological Department (PMD) invites proposals through **PPRA EPADS** from duly registered and active tax payers Firms / Organizations / Consortium having relevant profile and meeting the criteria as mentioned in the bidding document and possess relevant expertise for “**Establishing Research Labs while utilizing the existing hardware and human resource for National Agro-Meteorology Center, Information Technology (IT), SMRFC, R&D, Human Resource Management, Financial Management, General Administration, National Drought Monitoring Center, National Weather Forecasting Center and National Seismic Monitoring Center**”.
2. Method of Single Stage – two envelope procedure under Rule 36(b) of the Public Procurement Rules, 2004 shall be followed. Detailed bidding document are available free of cost at the website <http://tender.pmd.gov.pk>, PPRA EPADS www.eprocure.gov.pk as well as www.ppra.org.pk.
3. Proposals, prepared in accordance with the instructions as mentioned in the bidding document, must be submitted to PPRA EPADS on or before **17-02-2025 till 1030 hrs. PST.**
4. **Terms & Conditions:**
 1. Bid Security (2% of the Offer) in shape of Bank Draft / Pay Order in favor of D.G. Met. Services, Islamabad should be submitted with the Bid.
 2. Bidding Process shall be conducted on Single Stage- Two Envelopes Procedure. Technical Bids/ Offers will be opened first and after evaluation, financial bids of the successful bidders will be opened, only.
 3. **Detailed bidding document can be obtained from PPRA EPADS, PMD and PPRA Websites and proposals shall be submitted through PPRA EPADS only latest by 17-02-2025 till 1030 hrs. The same will be opened by the constituted committee at 1100 AM hrs. on the same day in the presence of participants or their authorized representatives.**
 4. Competent Authority reserves the right to reject or accept any or all the tenders without assigning any reason under PPRA Rule.
 5. The successful bidders will furnish performance guarantee in the shape of CDR/Pay Order/Bank Draft @ 5% of his supply order in favour of D.G. Met. Services till the completion of work.
 6. Time Period for the completion of task is Four (04) months after signing the contract.

Note: All Firms are directed to quote their Bids online through PPRA E-PADS as well as original Bids must be submitted in hard forms to I&P Section, PMD Headquarters office, Islamabad

(DR. IRFAN-UR-RASHID)
Meteorologist (I&P)
Pakistan Meteorological Department
H-8/2, Islamabad

Bidding Document
FOR

ESTABLISHING RESEARCH LABS WHILE UTILIZING THE EXISTING HARDWARE AND HUMAN RESOURCE FOR MONITORING NATIONAL AGRO-METEOROLOGY CENTER, INFORMATION TECHNOLOGY (IT), SMRFC, R&D, HUMAN RESOURCE MANAGEMENT, FINANCIAL MANAGEMENT, GENERAL ADMINISTRATION, NATIONAL DROUGHT MONITORING CENTER, NATIONAL WEATHER FORECASTING CENTER AND NATIONAL SEISMIC MONITORING CENTER

1. Introduction: -

Pakistan Meteorological Department (PMD) is an Executive Department of Government of Pakistan, Ministry of Aviation (Aviation Division), Islamabad. PMD provides valuable meteorological & seismological services to different stakeholders in the country including private and public sector.

The data of the services is collected through observation stations which is further communicated to headquarters for analysis leading to weather forecasting and specialized services for aviation and marine meteorology, agro-meteorology, drought monitoring, flood forecasting. The seismic network around the country is monitored at seismic monitoring centers at different stations. These services are supported by sections relating to human resource management, financial management and general administration.

2. Objectives: -

PMD intends to utilize its existing hardware including computer systems, networking, furniture etc. and human resource for establishing research labs for the purpose of agro-meteorology, Information Technology (IT), human resource management, financial management, general administration, drought monitoring, weather forecasting and seismic monitoring centers based at Islamabad through restructuring and revamping.

3. Scope of Work: -

- i. To establish following number of research labs at PMD Islamabad: -
 - a. National Agro-meteorology Center
 - b. Information Technology (IT) Section
 - c. Short and Medium Range Forecasting Center (SMRFC)
 - d. Research and Development (R&D) Division
 - e. Weather Radar Section
 - f. Human Resource Management (HRM)
 - g. Financial Management
 - h. General Administration
 - i. National Drought Monitoring Center
 - j. National Weather Forecasting Center
 - k. National Seismic Monitoring Center
- ii. Listing of PMD requirements and inventories for establishing research labs.

- iii. Analysis of existing facilities including space, furniture, computer systems etc., its architect designing and mood boards for proposed designs to provide best research environment.
- iv. Maximum utilization of existing available items and keeping the new hardware requirements as barest minimum (if required) to meet the research labs functional and human resource requirement.
- v. To switch the existing facilities from desk working to workstations.
- vi. Proposals for best utilization of the existing resources to obtain the optimum usage and to achieve the objectives.
- vii. Implementation of proposed designs (mutually agreed by both parties) through repair, maintenance, procurement of hardware, installation etc.
- viii. Providing cost effective solutions for revamping and restructuring.
- ix. All of the tasks will be time bound with certain limitations.
- x. The services shall not cause any procurement liability on PMD which shall be sole responsibility of the bidder. All the developments while providing the services shall be property of PMD.
- xi. The bidder may visit existing facilities for clarification of concepts to prepare the proposals.

4. Last Date: -

Proposals conforming the requirements as per the bidding document must be submitted through PPRA EPADS latest by 17-02-2025 till 1030 hrs. Same shall be opened in front of concerned representatives **on the same day at 1100 hrs.**

5. Form of contract: -

Closed framework agreement under Rule-16A(4) for a maximum period of one year after signing of the contract.

6. General Terms & Conditions: -

- i. Proposals must be submitted on behalf of relevant authority of firm / organization / consortium. No proposals in individual capacity shall be accepted.
- ii. Proposals containing unsubstantiated and/or incorrect information shall be liable to disqualification.
- iii. Incomplete or late received proposals will not be considered.
- iv. PMD reserves the right to reject all the proposals as per PPRA Rules.
- v. The firm / organization / consortium must have proper institutional structure including managerial capabilities, human resource, operational arrangements and legal eligibility for the purpose.
- vi. Keeping in view the diverse nature of the assignment, PMD reserves the right to assign tasks as per strengths of each proposal or may go for consortium with proper justification on agreed terms.
- vii. Shortlisting of Proposals shall be made as per criteria given below.

7. Evaluation Criteria: -

Following criteria for evaluation of proposals shall be followed: -

Sr. No.	Criteria	Evaluation
i.	It is validly incorporated under the laws of Pakistan (to the extent applicable);	10 Marks
ii.	Responses in the form of a high-level plan to each scope of work – not more than 1000 words. It must include the team profiles, cost effective solutions and timeline.	25 Marks
iii.	Idea incubation presentation	25 Marks
iv.	Financial Proposal <ul style="list-style-type: none"> a. First Lowest Proposal (40 Marks) b. Second Lowest Proposal (30 Marks) c. Third Lowest Proposal (20 Marks) d. Fourth Lowest Proposal (10 Marks) 	40 Marks
		100 Marks