

**SARDAR BAHADUR KHAN WOMEN'S
UNIVERSITY**



Tender Document
For
**SUPPLY OF FURNITURE & FIXTURE AT SUB CAMPUS
NUSHKI**

Submission Deadline: 9th December, 2022 11:00

A.M Tender Opening: 9th December, 2022, 11:30

A.M Venue: Ayesha Hall

Note: The bidder is expected to examine the Bidding Documents carefully, including all instructions, forms, terms, specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

BIDDER'S INFORMATION: (To be filled-in by the Bidder)

1. Name of company: _____
2. Complete Postal Address: _____

3. Tel No: _____ 4. Email address: _____
5. Fax No: _____ 6. Mobile No: _____
7. Authorized Representative's name & designation: _____
8. Type of Business:
(1) Sole Proprietorship (2) Partnership
(3) Corporation (Private Ltd.) (4) Corporation (Public Ltd.)
9. National Tax Number & Date of issuance: _____
10. Sales Tax Registration No. / BRA Registration No. _____
11. Bid Validity: _____ (Please specify in No. of Days)
12. Total Completion Time: _____ (In Days / Months, please specify)
13. Bank Challan No _____
14. Earnest Money 2% total bid amount

Campus Director
Sardar Bahadur Khan Women's University
Sub Campus Nushki

SARDAR BAHADUR KHAN WOMEN'S UNIVERSITY QUETTA

TENDER INVITING NOTICE

Sardar Bahadur Khan Women's University (SBKWU) Quetta invites Sealed Bid/ Tenders from any prospective Specialized in relevant filed having valid GST and NTN registration for the **Supply of Furniture at sub campus Nushki,**

- Document can be view / download from university website: www.sbkwu.edu.pk/new/tenders or PPRA website at www.ppra.org.pk. Or can be obtained from the project Campus Director Office SBKWU brewery road, Quetta in production of demand draft of Rs. 2000 in favor of Treasurer SBKWU Quetta.
- **Bid Security:** All bids must be accompanied by a bid security in the amount equal to 2% of bid price, in the form of Deposit at call (CDR) only in favor of Treasurer, SBK Women's University Quetta and valid for a period of 28 days beyond the bid validity date. The CDR must be attached to financial proposal.
- **Date of bid submission:** The Tenders must be submitted on or before **09/12/2022 till 11.00 AM** at the office of the undersigned.
- **Tender opening:** Technical & financial proposal will be opened same day on dated **09/12/2022 at 11:30 AM** in Ayesha Hall, SBK Women's University Brewery Road Quetta.
- **Tender Documents:** Envelops must be marked separately "Technical" & "Financial" Proposal duly sealed properly.
- **Address: Campus Director (Sub-Campus Nushki), SBK Women's University Quetta.**
- Sardar Bahadur Khan Women's University Quetta reserves all the rights to accept or reject any or all the bids as per PPRA Rules.

Campus Director
Sub-Campus (Noshki)
SBK Women's University

TERMS AND CONDITIONS

1. GENERAL

- a. The Sardar Bahadur Khan Women's University Sub Campus Noshki invites seal bid shall be evaluated on single stage two envelopes basis, one containing financial and other technical in separate envelopes, together in one envelop for Supply of Furniture & Fixture for Sub campus Nushki
- b. The rates to be quoted shall be inclusive of GST and all taxes.
- c. Sample may be examined by inspection team at SBKWU brewery road Quetta
- d. The quantity can be enhanced/reduced by the competent authority.
- e. Tender form should be filled carefully; cutting/doubling may be avoided. Conditionally tender will not be entertained.
- f. An affidavit on a non-judicial stamp paper valuing Rs.100 (Section I and section II) should be attached with the tender to the effect the firm has never been indulged in any litigation or organization has never been black- listed by any department or organization of the Govt.
- g. Submission of any false statement concealing of information is likely to be disqualify the bidder.
- h. The vender/vendors will be required to provide 2% call deposit. (Refundable) for Supply of Furniture & fixture items of the total value of store to be purchased without which the supply order will not be issued. Banker's cheques are not accepted.

2. SCOPE OF SUPPLY

- 2.1 The bidder shall supply items, of the specifications given in the tender document. The bidder shall also be responsible for their installation, compatibility and configuration; free service within the range of the warranty from the date of the Furniture makes warranty functional. All Furniture should be accompanied by service manual separately in English.

3. BID PRICE

- 3.1. The bidder shall indicate in his offer, list of furniture with specifications, standard accessories, make and country of origin, the unit price inclusive of all taxes and total bid price of the goods. Price of optional accessories should be quoted separately.
- 3.2. **Taxes levied by the Government and freight charges, if any, shall be paid by the bidder and must be included in the quoted prices.**

4. CURRENCIES OF BID

- 4.1. The prices shall be quoted in Pakistani rupees and payment to the successful firm will be made in the same currency.

5. BID VALIDITY

- 5.1. The bid shall remain valid and open for acceptance of the purchaser **for a period of 90 days from the specified date of opening.**

6. BID EARNEST MONEY

- 6.1 The bidder shall furnish, as part of his bid, earnest money equal to 2% of quoted price with their offer in the form of demand draft/ pay order in favor of **Treasurer, Sardar Bahadur Khan Women's University, and Quetta.** The Demand Draft shall be returned to unsuccessful bidders. The Earnest Money will be forfeited if a bidder withdraws his bid during the period of his bid validity or fails to supply the Furniture's and Fixture ordered by the university.

7. DOCUMENTS COMPRISING OF BID

7.1. Technical proposal

A technically eligible bidder, based on conditions listed in this document, not providing marks will be rejected in Technical Evaluation, and its sealed/unopened Financial Proposal shall be returned back. All bidders scoring greater than or equal to 70% of the marks

will be accepted in technical proposal, and their financial bids will be opened. The technical proposals shall be evaluated by the technical evaluation committee in the light of following evaluation criteria:

Eligibility Criteria

S. No.	Bidders Eligibility Factor	Mandatory Requirement	Document Required
1	Registration with Income Tax	NTN Certificate AND being Active Tax payer	Copy of NTN AND duly verifiable Active Tax Payer Certificate from FBR website
2	Registration with Sales-Tax	GST Certificate	Copy of GST registration Certificate
3	Relevant Experience	For Experienced (Old Firms): 05 million successfully completed similar assignments	Copies of Supply Order /s with relevant completion certificate/s or Inspection Report /s
		For In-experienced (New Firms): MoU / JV or Agreement with a Firm fulfilling the above-mentioned criteria	Signed & stamped copy of Agreement in addition to Supply orders & Inspection Report of the experienced Firm
5	Non-Blacklisting	Must not be presently black-listed by any Government Organization	Declaration of Non-blacklisting on Judicial Stamp paper by the Bidder
6	Local presence	The Bidder must have functional corporate office in Baluchistan having PTCL Phone & Fax No.	Copy of Tenancy agreement or ownership documents of the office premises or copy of recently paid utility Bill (maximum 3 months old)
7	Delivery time compliance	Must agree to serve the Contract within 45 / 1.5 Months	Completion time must be clearly specified in the Technical Bid
8	Agreement with all the terms & conditions	Must unconditionally agree with all the instructions, terms & conditions specified in the bidding documents & contract agreement	Signature & company seal on every page of the bidding document.
9	Submission of Bidding Document Fee	As required by the procuring agency in the Tender Notice	Receipt of in-time payment of Bidding document fee
10	Company statues	Manufacturer/ Partner / Reseller	Proof of One of them
11	BOQ Compliance	Detail specification of required Items as per requirement	Sample Picture & Material detail item wise to be provided in the bidding documents

8. SUBMISSION OF BIDS

8.1. The bids (Single stage, Two-envelope (i) Technical Bid & Financial bid) for Supply of Furniture & Fixture must be delivered in the office of the Director Campus Nushki situated at SBK women's University Brewery road Quetta by **09-12-2022 at 11:00 AM** separately.

- 8.2. The bid shall be opened on 9th December, 2022 @ 11:30 A.M in the presence of bidders or their representative who may attend.
- 8.3. Thereafter financial bids of eligible bidders will be opened on same day after checking the required documents and communicated to eligible venders accordingly.
- 8.4. Any bid after the given deadline for submission of bids shall not be entertained.
- 8.5. Incomplete /conditional tender / quotation will not be accepted

9. BID AWARD

- 9.1. Bid will be awarded according to the PPRA rule single stage two envelopes (Technical & Financial) specifications. Individual prices are required for the owner's inventory purposes.

10. BUYER'S RIGHT

- 10.1. Not with standing anything else contained to the opposing in this Tender Document, SBK Women's University, Quetta reserves the right to cancel/withdraw/ modify fully or partially the 'Invitation for Bids' or to reject one or more of the bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.
- 10.2. SBK Women's University reserves the rights to increase and decrease the quantity as per approved by government policy.
- 10.3. The selection criteria will be based on CQBS (Cost Quality Base Selection).

11. DELIVERY

- 11.1. The delivery of Furniture shall be made at **SBK Women 's University Sub Campus Nushki.**
- 11.2. Supplier will be responsible for the handling or transportation charges for all required items.

12. MODE OF PAYMENT

- 12.1. The payment shall be made in the form of cheques, which shall be issued, after receipt of equipment, inspection, installation and operation according to the SBK Women's University Sub Campus Nushki prescribed schedule.
- 12.2. No Advance payment will be made

13. GUARANTEE / WARRANTY OF FURNITURE

- 13.1. The vender shall furnish One Year after sales service guarantee/ warranty for supplied Furniture from the date of Supply. In case of Malfunctioning / defect in any Furniture / termite defected /item, the supplier shall replace them free of cost.
- 13.2. After Acceptance of bid vender is required to execute agreement on judicial stamp paper.

DECLARATION BY THE BIDDER

I solemnly undertake that:

- a. Having read, understood & made myself aware of all the Terms & conditions mentioned in this Bidding Document & the Rules, Regulations & Policies of the Global Fund, governing the procurement & financial matters, **AGREE, ACCEPT & UNDETAKE TO ABIDE BY THE SAME.**

- b. The information provided in this form is correct to the best of my knowledge & in the event of change; details will be provided as soon as possible

Name & Title

Company

Name

Address

City

Fax

Telephone

Seal and Signature

BILL OF QUANTITY

S. No	Description	Requirements	Quantity
1	Library Shelves	Strong 6 ft High, 4 feet breadth, and 16-inch width Polished frame	07
2	Students chair with arm	Boss or equivalent	200
3	Blinds (Cloths)	7*6 ft window with pipe and fitting	500m
4	Library Chairs	Wooden visiting Chairs, Seat and Back cushion, Shesham wooden frame and Arms, High Durability Quality Cloth	20
5	Computer Table and Chair	For Computers of Lab and Admin Use	50

Note:- The Bidder will be responsible for providing of sample prior to delivery of item at SARDAR BAHADUR KHAN WOMEN'S UNIVERSITY BREWARY ROAD QUETTA .