



TENDER DOCUMENTS

GLASS PARTITION

NUTECH/SCM/Glass Partition-2019/TD-029

NATIONAL UNIVERSITY OF TECHNOLOGY

TENDER NOTICE

National University of Technology (NUTECH)

NUTECH/SCM/Glass Partiton-2019/TD-029

Sealed bids are invited from Government / FBR Registered Firms for the procurement of Glass Partition for NUTECH Offices.

1. Tender documents containing terms & conditions and detailed specifications of items can be downloaded from NUTECH website "<https://nutech.edu.pk/d-p.php>" w.e.f **31-01-2019**.
2. Quotations shall be submitted as per requirement of the tender documents.
 - a. Bidders will be required to submit bank draft/PO equal to 2% of quoted value as Bid Bond in favor of National University of Technology (NUTECH).
3. Sealed bids with detailed specification should reach on the following address latest by **1200 hours on 18-02-2019**. Late submission will not be entertained.
4. Bids will be opened at **1230 hours** on **18-02-2019** at SCM Office.
5. Project is to be completed in 15 days from the date of award of contract.
6. Submit Rs 1500/- as Tender fee in favour of NUTECH, **Bank Alfalah Acct:5546-5001002354**. Please attach bank receipt with technical offer. Offers will not be entertained without payment of processing fee

Deputy Director (Supply Chain Management Office)
NATIONAL UNIVERSITY OF TECHNOLOGY (NUTECH) UPROAD,SECI-12,
ISLAMABAD
Tel: 0092-51-5476768, Ext :178



NATIONAL UNIVERSITY OF TECHNOLOGY

SUPPLY CHAIN MANAGEMENT OFFICE

INVITATION TO TENDER

Submission Date/Time 18-02-2019 at 12 00 hours

1. NUTECH desires to procure the list of item(s)/Store(s) as per **Annexure-A**. Interested bidders are requested to send their bids through courier or deliver at NUTECH under two separate sealed envelopes (placed together in third envelope), marked clearly, "Technical Offer" and "Commercial Offer", respectively to the undersigned, latest by or before above mentioned due date. If due to any unforeseen circumstances, NUTECH establishment remains closed, then the last date of submission will be extended to next working day.

2. Please also note that Technical Offer should contain Annexes-A & B duly filled in (supported with relevant technical literature /details/ catalogues etc) and receipt of tender processing fee. Commercial Offer will contain Annexure-C and bid bond.. Please ensure no space is left blank in the annexes.

3. Following must be noted for this IT (Invitation to Tender):-

- a. Validity of offer will be 30 days
- b. Project completion period is 15 days
- c. Tender(s) must be accompanied with a Bid Bond in agreement of faithful compliance of the conditions of Contract/Purchase Order. This amount will be equivalent to 2% of the total quoted value. In case of non-acceptance of any offer, the Bid Bond will be returned to the bidder by fastest possible means. The Bid Bond amount submitted by the successful bidder will however, be refunded on effective termination of Contract/ Purchase Order. (The Bid Bond will be forfeited in case of default by the bidder from his commitments made through his offer). Submission of Bid Bond is mandatory, otherwise your offer will be rejected.
- d. Rates should be quoted on Free Delivery/ installation/commissioning basis at NUTECH Islamabad.

4. We reserve the rights to accept or reject any or all tenders as a whole or in part without assigning any reason whatsoever. The decision in this regard will be firm, final and binding on all bidders.

DD (Supply Chain Management)



NATIONAL UNIVERSITY OF TECHNOLOGY

SUPPLY CHAIN MANAGEMENT OFFICE

TECHNICAL OFFER

Annex A

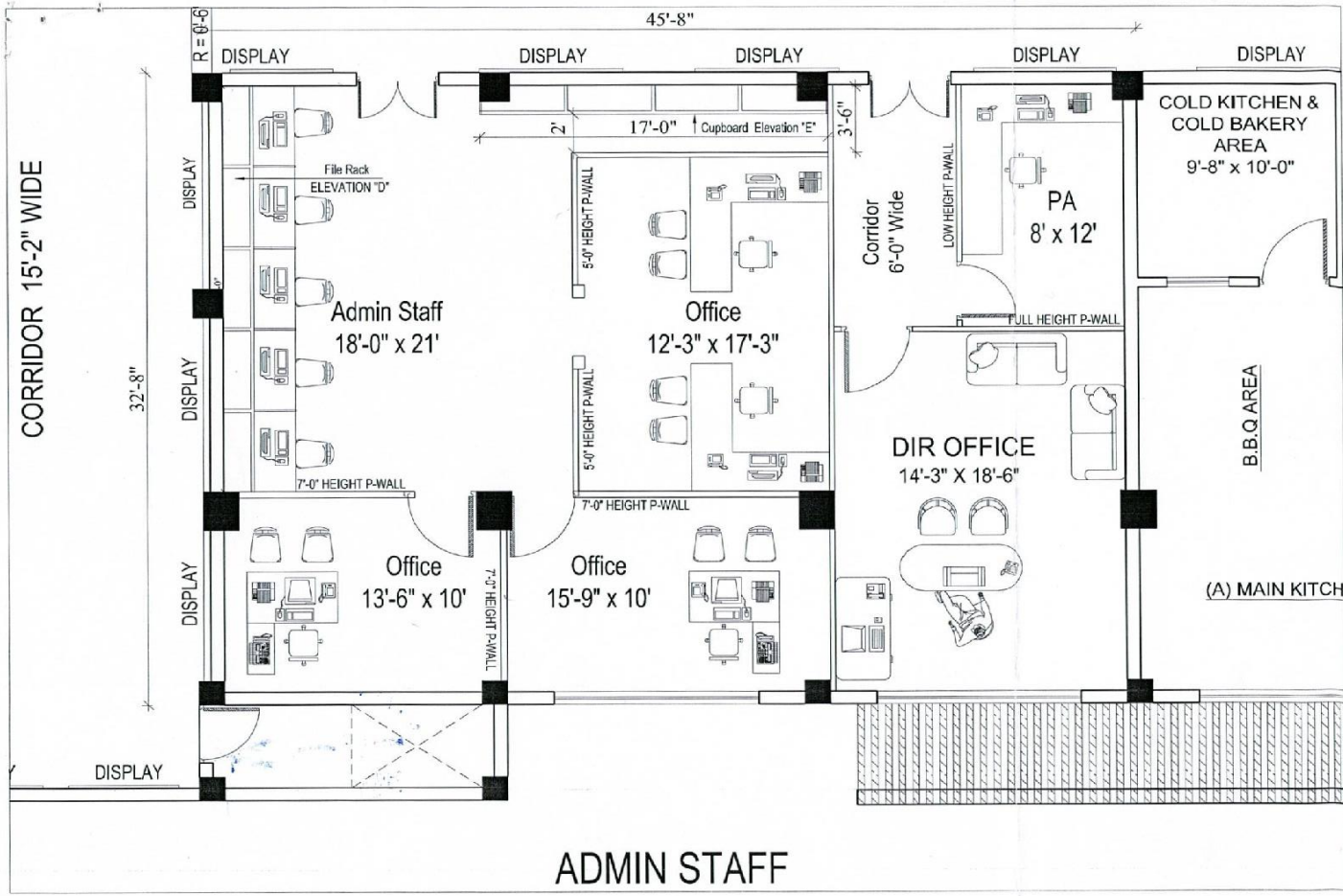
User Reference No **PMO-004** Date: **25-01-2019**

Technical Specification

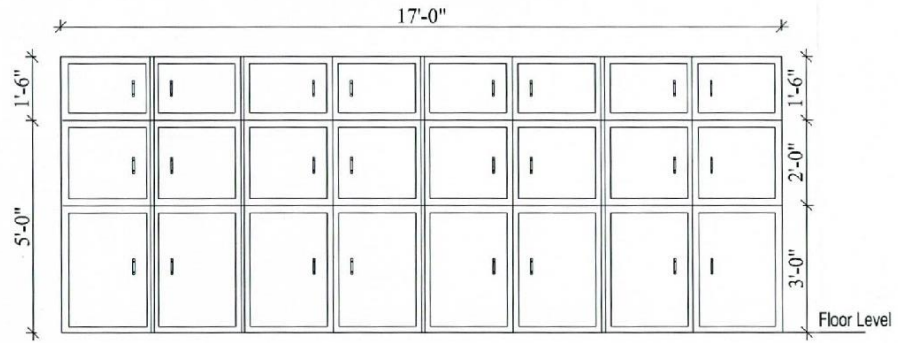
Ser	Item/ Size	Description	Country of Origin	A/U	Qty Req	Bidder Compliance			Tech Scrutiny to be done by user	
						Yes	No	Alternate Offer	Accepted	Rejected
Reason of Rejection										
Adm Office										
1.a	Supply & Fixing Fancy Partition made of Stainless Steel (SS) and Glass	<p><u>Frame Stainless Steel</u></p> <ul style="list-style-type: none"> • Bottom SS Cord 3x3 Inches, 16 mm thick • Top & Middle SS Cord 3x1.5 Inches 16 mm thick • SS Channel to hold glass <p><u>Glass</u></p> <ul style="list-style-type: none"> • Thickness 12 mm • Frosted Paper • Door Glass with floor machine, handle & lock 	Pak / China Made	Sq ft	949					
1.b	File Rack and Cupboards	File Rack and Cupboards (Laminated Lasani Wood)	Pak / China Made	Sq ft	247					
Library										
2	Provision of Glass Partition with SS Frame and File Rack Cupboards	<p><u>Frame Stainless Steel</u></p> <ul style="list-style-type: none"> • Bottom Cord 3x3 Inches • Top Cord 3x3 Inches • Middle Cord 3x1.5 Inches • SS Channel to hold glass <p><u>Glass</u></p> <ul style="list-style-type: none"> • Thickness 12 mm • Frosted Paper 	Pak / China Made	Sq ft	696					

		Door Glass with floor machine, handle & lock							
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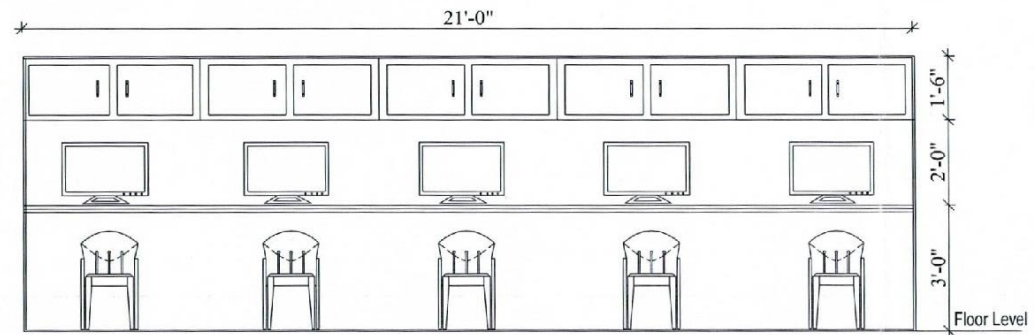
Instl/Assy/Commissioning Req	Yes		Contract with OEM/Supplier	Yes			
Performance Bond Req		No	Warranty req and Duration			No	
Note: (If any)							
List of "Additional Req may be" sent to procurement office, immediately							



ADMIN STAFF FRONT ELEVATIONS

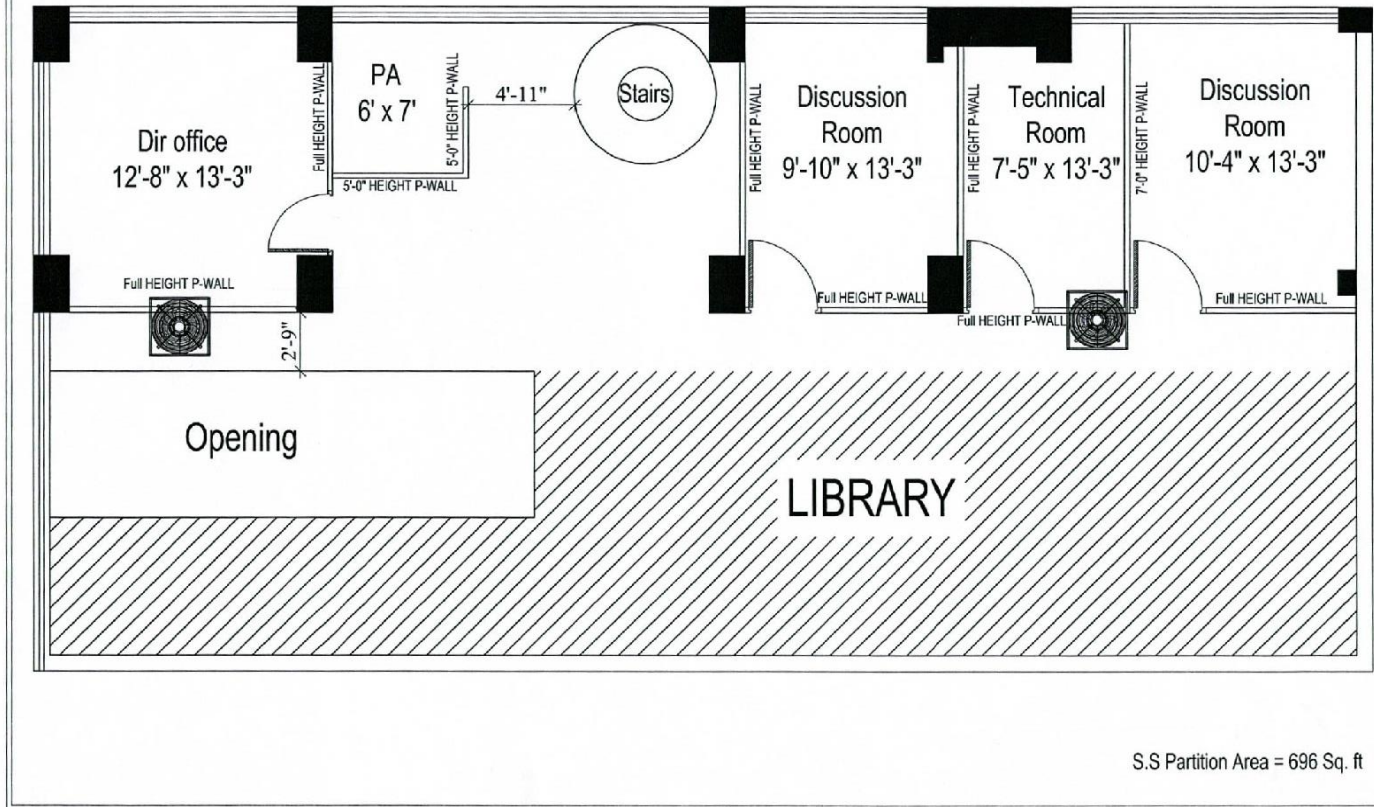


Elevation E



Elevation D

7th Level S.S Partition Walls in Library



Special Instructions

- a. Bid(s) shall be rejected if required detail (where applicable) are not clearly quoted / mentioned.
- b. Bid(s) shall be rejected if the rate(s) are unclear, incomplete, ambiguous or conditional. Multiple quotes are not allowed.
- c. All payments shall be made in local currency after delivery, inspection and acceptance.
- d. Penalty for delay will be mentioned in contract agreement.

- e. Right to purchase at Risk-and-Expense of Supplier, if the selected supplier: (i) fails to complete the order, or (ii) delays to supply within the delivery time quoted or extended time given by Purchaser, or (iii) supplies sub-standard items, or (iv) supplies low quality items, then NUTECH reserves the right to (i) purchase single, all or un-supplied quantity of item(s), as the case may be, at supplier's Risk-and-Expense (ii) forfeit Earnest Money and resort to administrative actions, etc.
- f. NUTECH reserves the right to (i) change the required quantity while placing purchase order. Reject any bid or procurement process, (iii) make clarifications, etc.; - any time, as per rules.
- g. Representatives' of bidders are allowed to witness opening of tenders, without conferring any privilege.
- h. Contract Agreement shall be signed with successful bidder(s) as per NUTECH policy. The provision of stamp paper shall be the responsibility of firm which shall be delivered within 3 days of issuance of PO.
- i. Late submission of tender documents will not be entertained.
- j. In case of dispute, case shall be reviewed by 'NUTECH redressal of grievance committee and decision of NUTECH shall be final and binding on both parties, without recourse to legal action.
- k. Pictures are attached for measurements and any variations will not be accepted.
- l. Bidders shall attach pictures of items to be provided. Same are to be accepted by user during technical evaluation.
- m. Interested bidders may visit the site on 14-15 Feb 19 to see the site and contact Mr Shahid ex PMO for the needful.
- n. Any special requirement for installation and commissioning must be specified in the offer by the supplier.
- o. All associated costs, labor costs, installation/commissioning costs of project will be part of quote.

Firm Name_____
Signature_____
Name_____
Designation_____



NATIONAL UNIVERSITY OF TECHNOLOGY
SUPPLY CHAIN MANAGEMENT OFFICE

TECHNICAL OFFER

Annex B

User Reference No **PMO-004** Date: **25-01-2019**

Please fill in the following essential parameters:

1. Validity of Offer: _____ Days (Should not be less than 30 days)
2. Delivery Period: _____ Days (After Placement of order)
3. Country of Origin: _____
4. Warranty/Guarantee: _____ Months from the date of final acceptance of the stores.

General

GST No: _____ (Please enclose copy)

NTN/CNIC: _____ (if exempted, please provide valid exemption certificate)

Payment Terms: (Mandatory to mention) (Please tick/ mention the desired payment term/ mode)

1. 100% Payment after delivery, installation /commissioning and user satisfaction certificate

Details of Payment Recipient

(1) Name/Title: _____

(2) Address: _____

Signature: _____

Official Seal: _____

Name: _____

Designation: _____



NATIONAL UNIVERSITY OF TECHNOLOGY
SUPPLY CHAIN MANAGEMENT OFFICE

FINANCIAL OFFER**Annex C**User Reference No **PMO-004** Date: **25-01-2019**

Ser	Item/ Size	Description	A/U	Qty Req	Unit Price (Rs) (excluding GST)	GST (If applicable)	Total amount (Rs)
ADM							
1.a	Supply & Fixing Fancy Partition made of Stainless Steel (SS) and Glass	<u>Frame Stainless Steel</u> <ul style="list-style-type: none"> • Bottom SS Cord 3x3 Inches, 16 mm thick • Top & Middle SS Cord 3x1.5 Inches 16 mm thick • SS Channel to hold glass <u>Glass</u> <ul style="list-style-type: none"> • Thickness 12 mm • Frosted Paper Door Glass with floor machine, handle & lock	Sq ft	949			
1.b	File Rack and Cupboards	File Rack and Cupboards (Laminated Lasani Wood)	Sq ft	247			
Library							
2.	Provision of Glass Partition with SS Frame and File Rack Cupboards	<u>Frame Stainless Steel</u> <ul style="list-style-type: none"> • Bottom Cord 3x3 Inches • Top Cord 3x3 Inches • Middle Cord 3x1.5 Inches • SS Channel to hold glass <u>Glass</u> <ul style="list-style-type: none"> • Thickness 12 mm • Frosted Paper Door Glass with floor machine, handle &	Sq ft	696			

		lock					
					TOTAL		

Total Value _____

GST _____

Gross Total Value _____

Bid Bond Ref _____

Firm Name _____

Signature _____

Name _____

Designation _____

- Bid Bond will be attached with Annex C in Commercial offer
- Composite rate of SS and Glass