



TENDER DOCUMENTS

IT EQUIPMENT

NUTECH/SCM/IT Equipment-2018/TD-018

NATIONAL UNIVERSITY OF TECHNOLOGY

TENDER NOTICE

National University of Technology (NUTECH)

NUTECH/SCM/IT Equipment-2018/TD-018

Sealed bids are invited from Government / FBR Registered Firms for the procurement of IT equipment 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 **07-01-2019**.
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 **1100 hours on 23-01-2019**. Late submission will not be entertained.
4. Bids will be opened at **1130 hours on 23-01-2019** at SCM Office.
5. Project is to be completed in 7 days from the date of award of contract.

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 23-01-2019 at 11 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). Commercial Offer will contain Annexure-C. 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 45 days
 - b. Delivery period will be 07 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. 1 year warranty certificate from OEM is required
 - e. Rates should be quoted on Free Delivery 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 MANGEMENT OFFICE

TECHNICAL OFFER

Annex A

User Reference No **IT Office - 001** Date: **21-12-2018**

Technical Specification

Ser	Nomen/ Experiment	Description	Count ry of Origin	A/ U	Qty Req	Bidder Compliance			Tech Scrutiny to be done by user	
						Yes	No	Alternate Offer	Accepted	Rejected
									Reason of Rejection	
1	Laptop	Laptop Core i7 8 th Gen Dell Inspiron 3576 2TB HDD 16 GB DDR4 with carrying case/ or equivalent	All	No	5 each					
2	UPS	UPS 1 KVA (Pure Sine Wave/ or equivalent)	All	No	5 each					

Additional Requirement of Demand No _____ Dated _____ 2018

Instl/Assy/Commissioning Req	Yes ✓	No	Contract with OEM/Supplier	Yes ✓		No	
Performance Bond Req	Yes	No ✓	Offer Req for Package Deal	Yes ✓		No	
Note: (If any)			Warranty req and Duration	Yes ✓		No	
List of "Additional Req may be" sent to procurement office, immediately							
Maint Spare Req	Yes	No ✓	Essentially Running spare req	Yes		No	✓
Publication/Literature Req	Yes ✓	No	Req of Cert for test data results	Yes		No	✓
Note: Tick relevant box							

Firm Name _____ Signature _____ Name _____ Designation _____



NATIONAL UNIVERSITY OF TECHNOLOGY
SUPPLY CHAIN MANAGEMENT OFFICE

TECHNICAL OFFER

Annex B

User Reference No **IT Office - 001** Date: **21-12-2018**

Please fill in the following essential parameters:

1. Validity of Offer: _____ Days (Should not be less than 45 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, user satisfaction certificate
2. Others

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 **IT Office - 001** Date: **21-12-2018**

Ser	Nomen/ Experiment	Description	Qty Req	A/U	Unit Price (Rs) (excluding GST)	GST (If applicable)	Total amount (Rs)
1	Laptop	Laptop Core i7 8 th Gen Dell Inspiron 3576 2TB HDD 16 GB DDR4 with carrying case/ or equivalent	5	Nos			
2	UPS	UPS 1 KVA (Pure Sine Wave/ or equivalent)	5	Nos			

Total Value_____

GST _____

Gross Total Value_____

Bid Bond Ref_____

Firm Name_____
Signature_____
Name_____
Designation_____