



TENDER DOCUMENTS
HIRING OF TRACTOR WITH BOWZER
NUTECH/SCM/Tractor & Bowzer-2019/TD-022

NATIONAL UNIVERSITY OF TECHNOLOGY

TENDER NOTICE

National University of Technology (NUTECH)

NUTECH/SCM/Tractor & Bowzer-2019/TD-022

Sealed bids are invited from Government / FBR Registered Firms for the hiring of Tractor along with Bowzer 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 **17-01-2019**.
2. Quotations shall be submitted as per requirement of the tender documents.
3. Bidders will be required to submit bank draft/PO equal to 5% of quoted value as Bid Bond in favor of National University of Technology (NUTECH).
4. Sealed bids with detailed specification should reach on the following address latest by **1100 hours on 31-01-2019**. Late submission will not be entertained.
5. Bids will be opened at **1130 hours on 31-01-2019** at SCM Office.
6. Project is to be completed in 1 week from the date of award of contract.
7. 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) IJPROAD,SECI-12,
ISLAMABAD
Tel: 0092-51-5476768, Ext :178



NATIONAL UNIVERSITY OF TECHNOLOGY

SUPPLY CHAIN MANAGEMENT OFFICE

INVITATION TO TENDER

Submission Date/Time 31-01-2019 at 1100 hours

1. NUTECH desires to hire Tractor with water Bowzer as per **Annexure-A**. Interested bidders are requested to send their bids through courier or deliver at NUTECH in sealed envelope marked as Financial Bid for Tractor and bowzer 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 ensure no space is left blank in the **Annexure-A and B**.
3. Following must be noted for this IT (Invitation to Tender):-
 - a. Validity of offer will be 30 days
 - b. Hiring will commence immediately upon award of contract.
 - c. Multiple/conditional quotes for any item is strictly prohibited.
 - d. Tender(s) must be accompanied with processing fee receipt and Bid Bond in agreement of faithful compliance of the conditions of Contract/Purchase Order. This amount will be equivalent to 5% 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.
 - e. Rates should be quoted on monthly basis at NUTECH Islamabad
 - f. Contract will be for 6 months and extendable as per NUTECH desire with mutual consent.
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

FINANCIAL OFFER

Annex A

User Reference No **Adm-004** Date: **11-01-2019**

Ser	Items/Stores	Description	Conditions for Hiring	Qty Req (a)	Unit Price (Rs) (excluding GST)	GST (If applicable)	Gross Total Price (Rs)
1.	60 HP engine Tractor 4 x 2 alongwith water bowzer	<ul style="list-style-type: none">60 to 80 HPBowzer Capacity 7000 lit	<ul style="list-style-type: none">Contract Period: 6 months and extendable.Fuel will be provided by the contractorDriver and maint will be provided by the contractorWorking time 0800 hours to 1700 (100km per day)Duty period: Monday to SaturdayHoliday: SundayFood for driver will be provided by contractor.Alternate arrangement will be provided by contractor in case of any breakage of tractor or absence of driverRates are to be quoted on per month basis	01			
TOTAL							

Note: Hourly rate (Inclusive of all expenditures) for additional usage i.e. if running exceed 100 km daily limit:- _____

Special Condition

- a. Bid(s) shall be rejected if required conditions are not fulfilled.
- b. In case of any accident/loss, NUTECH will not accept any responsibility, if by any reason of any act or omission of the contractor or its driver, NUTECH and/or any of its staff and/or 3rd party suffers any damage or injury, the contractor shall always be liable for compensating such damage or injury and in this respect shall always keep NUTECH fully indemnified
- c. Any required clearance from any concerned authority shall be responsibility of the contractor.
- d. Rs 3000/day penalty will be charged and deducted from monthly bill, in case of non-provision of facility being hired.
- e. Contractor should also quote per hour charges in above Annex A, in case 100 km daily limit exceeds.
- f. Taxes will be deducted as per Federal Government rules from the monthly bill.
- g. If the contractor wants to discontinue the agreement, he should give notice 30 days in advance.
- h. Contractor under no condition will be allowed to sublet the contract.
- i. Bid(s) shall be rejected if the rate(s) are unclear, incomplete, ambiguous or conditional. Multiple quotes are not allowed.
- j. All payments shall be made on presentation of bill on monthly basis.
- k. Penalty will be mentioned in contract agreement for absence of driver or non-availability of vehicle.
- l. Right to hire at Risk-and-Expense of Supplier, if the selected supplier: (i) fails to complete the order, or (ii) delays to supply service within the delivery time quoted or extended time given by NUTECH, or (iii) supplies sub-standard service, then NUTECH reserves the right to (i) purchase single, all or un-supplied service time (s), as the case may be, at supplier's Risk-and-Expense (ii) forfeit Earnest Money and resort to administrative actions, etc.
- m. 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.
- n. Representatives' of bidders are allowed to witness opening of tenders, without conferring any privilege.

- o. 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.
- p. Late submission of tender documents will not be entertained.
- q. 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.
- r. Copy of CNIC of the owner of the firm will be attached with the Offer. Driver should have valid driving license.
- s. Certificate indicating numbers of year in transport business is to be attached
- t. Bank statement for last 6 months must be attached
- u. Adm Directorate will assign route/duties for tractor and driver.
- v. NUTECH can discontinue this contract with advance notice of 30 days.

Total Value_____

GST _____

Gross Total Value_____

Bid Bond Ref_____

Firm Name_____
Signature_____
Name_____
Designation_____



NATIONAL UNIVERSITY OF TECHNOLOGY
SUPPLY CHAIN MANAGEMENT OFFICE

FIRM'S COMPLIANCE

Annex B

User Reference No **Adm-004** Date: **11-01-2019**

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: _____

General

GST No: _____ (Please enclose copy)

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

Payment Terms:

Payment for current month will be paid on accrued monthly basis at the start of next month.

Details of Payment Recipient

(1) Name/Title: _____

(2) Address: _____

Signature: _____

Official Seal: _____

Name: _____

Designation: _____