



TENDER DOCUMENTS

IT Eqpt

NUTECH/SCM/IT Eqpt-2019/TD-072

NATIONAL UNIVERSITY OF TECHNOLOGY

TENDER NOTICE

National University of Technology (NUTECH)

NUTECH/SCM/IT Eqpt-2019/TD-072

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 **23 May 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 **1130 hours on 10 June 2019**. Late submission will not be entertained.
5. Bids will be opened at **1200 hours on 10 June 2019** at SCM Office.
6. Project is to be completed in 7 days from the date of award of contract.
7. Submit Rs 1500/- as Tender fee in favour of NUTECH HBL account: **NUTECH Tendering and contracts, 5037-7000210755**. 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 10 June 2019 at 1130 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. 2 x copies of technical offer are to be provided.
 - b. Annexes A, B and C must be signed and stamped, Attach only relevant documents.
 - c. Please complete all document as per given format. Do not use any other format or letter head. Offer may be rejected if given format is not followed.
 - d. Validity of offer will be 90 days.
 - e. Delivery period will be 7 days after the date of award of contract.
 - f. 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 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.
 - g. 2 years warranty against 5% bank guarantee will be required from the successful bidders from the date of commissioning.
 - h. 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 **NSDD** Date: **17-05-2019**

Technical Specification

Ser	Item Name/Size	Specification	A/U	Country of Origin	Qty Req	Bidder Compliance			Tech Scrutiny to be done by user	
						Yes	No	Alternate Offer	Accepted	Rejected
									Reason of Rejection	
1	LED TV	32" Smart Sony OR Equivalent	Nos	Japan	1					
2	LED TV	55" Smart Sony OR Equivalent	Nos	Japan	1					
3	LED TV	65" Smart Sony OR Equivalent	Nos	Japan	5					
4	Fridge	4cft Dawlance/Haire/ Orient/PEL OR Equivalent	Nos	Pakistan	1					
5	Electric Shaver	KEMEI OR Equivalent	Set	Pakistan /China	1					
6	Hair Dryer	PANASONIC EH-ND52N HAIR DRYER 1500W OR Equivalent	Set	Japan	1					
7	Wall Clocks Medium Size	NUTECH Monogram	Nos	Pakistan	20					
8	Color Printer	HP Color Lase jet Pro M254nw OR Equivalent	Nos	USA/Europe	1					

9	B&W Printer	HP LaserJet Pro 400 M401DW Print Technology Laser Processor Speed 800 MHZ Display 3.5"(8.89 cm) touch screen Control panel, CGD (Color Graphic Display) Connectivity HP ePrint, Apple Air Print TM , Business Application, Wireless Direct Print Ports 1 Hi-Speed USB 2.0; 1 Host USB; 1 Ethernet 10/100/1000 T network; 1 Wireless 802.11 b/g/n Duplex printing Automatic OR Equivalent	Nos	USA/Europe	1				
10	Monitor Screen	LED (42")	Nos	Japan	3				
11	Monitor Screen	LED (55")	Nos	Japan	1				
12	DVD's	Rewriteable	Nos	Any	25				
13	Mouse Pad		Nos	Any	25				
14	Hard Disk (External)	1 TB	Nos	Any	2				
15	USBs	128 GB	Nos	Any	2				

Special Instructions

1. Income Tax Certificate / GST Certificate.
2. 5% Performance bond is required from successful bidder in the shape of Bank Guarantee. Bank guarantee will be released after completion of warranty service.
3. All estimated prices quoted, are inclusive of Taxes.

4. Bid(s) shall be rejected if required detail (where applicable) of specifications are not fulfilled.
5. Bid(s) shall be rejected if the rate(s) are unclear, incomplete, ambiguous or conditional. Multiple quotes are not allowed.
6. All payments shall be made in local currency after delivery, inspection and acceptance.
7. Penalty for delay will be mentioned in contract agreement as per PAPRA.
8. 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.
9. Representatives' of bidders are allowed to witness opening of tenders, without conferring any privilege.
10. 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.
11. Late submission of tender documents will not be entertained.
12. 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
13. Technical scrutiny will be done by user office and their decision will stand final, binding and acceptable to all participants.

Firm Name_____
Signature_____
Name_____
Designation_____



NATIONAL UNIVERSITY OF TECHNOLOGY
SUPPLY CHAIN MANAGEMENT OFFICE

TECHNICAL OFFER

Annex B

User Reference No **NSDD** Date: **17-05-2019**

Please fill in the following essential parameters:

1. Validity of Offer: _____ Days (Should not be less than 90 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. 50 % advance payment (Against valid bank Guarantee)
2. 50% Payment after delivery, installation /commissioning, 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 **NSDD** Date: **17-05-2019**

Ser	Nomen/ Experiment	Description	A/U	Qty Req	Unit Price (Rs) (excluding GST)	Unit Price including all taxes (Rs)	Gross Total Amount of Total Qty With Tax (Rs)
1	LED TV	32" Smart Sony OR Equivalent	Nos	1			
2	LED TV	55" Smart Sony OR Equivalent	Nos	1			
3	LED TV	65" Smart Sony OR Equivalent	Nos	5			
4	Fridge	4cft Dawlance/Hair/ Orient/PEL OR Equivalent	Nos	1			
5	Electric Shaver	KEMEI OR Equivalent	Set	1			
6	Hair Dryer	PANASONIC EH-ND52N HAIR DRYER 1500W OR Equivalent	Set	1			
7	Wall Clocks Medium Size	NUTECH Monogram	Nos	20			
8	Color Printer	HP Color Lase jet Pro M254nw OR Equivalent	Nos	1			

9	B&W Printer	HP LaserJet Pro 400 M401DW Print Technology Laser Processor Speed 800 MHZ Display 3.5"(8.89 cm) touch screen Control panel, CGD (Color Graphic Display) Connectivity HP ePrint, Apple Air Print TM , Business Application, Wireless Direct Print Ports 1 Hi-Speed USB 2.0; 1 Host USB; 1 Ethernet 10/100/1000 T network; 1 Wireless 802.11 b/g/n Duplex printing Automatic OR Equivalent	Nos	1			
10	Monitor Screen	LED (42")	Nos	3			
11	Monitor Screen	LED (55")	Nos	1			
12	DVD's	Rewriteable	Nos	25			
13	Mouse Pad		Nos	25			
14	Hard Disk (External)	1 TB	Nos	2			
15	USBs	128 GB	Nos	2			
Grand Total							

Bid Bond Ref_____

Total Value_____

(Bid Bond be attached with Annex C. Copy of Bid Bond be attached with

Technical offer without showing its value). Exposure of bid bond will result in rejection of offer.

Firm Name_____
 Signature_____
 Name_____
 Designation_____