



TENDER DOCUMENTS

EE Lab Equipment

NUTECH/SCM/EE Lab Equipment -2019/TD-094

NATIONAL UNIVERSITY OF TECHNOLOGY

TENDER NOTICE

National University of Technology (NUTECH)

NUTECH/SCM/ EE Lab Equipment -2019/TD-094

Sealed bids are invited from Government / FBR Registered Firms for the procurement of EE Lab Equipment for NUTECH Labs.

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 **27 August 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 17 Sep 2019**. Late submission will not be entertained.
5. Bids will be opened at **1200 hours on 17 Sep 2019 at SCM Office**.
6. Project is to be completed in **15 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 17 Sep 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 only 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 (Dully mentioned and placed in separate envelope). Please ensure no space is left blank in the annexes.

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

- a. 4 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 your 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 15 days from the date of award of contract.
- f. The firm should provide point to point acceptance of each clause of IT and special instructions attached with IT.
- g. Firm must submit pictures and detail literature of equipment it will supply for technical scrutiny.
- h. Firm will render a certificate with technical offer that firm is neither defaulter nor blacklisted by any Government / semi Government organization directly or indirectly.

- i. Commercial Offer 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.
- j. Rates should be quoted on Free Delivery basis at NUTECH Islamabad.
- k. Bid Bond may be used as performance guarantee till the delivery of stores, otherwise separate performance guarantee valued at 5 % of contract will be submitted by successful firm till stores are delivered and inspected
- l. The stipulated delivery period should be strictly adhered to. Any anticipated delay that is beyond the control of Seller will be informed (in writing) well in advance of the expiry of the due date of the activity along with reasons thereof, requesting for the grant of extension in delivery period. If the Seller fails to do so, or the Buyer is not convinced with the rationale provided by the Seller, Liquidated Damages up to/at 2% per month or part thereof, will be imposed. However, the maximum limit of the Liquidated Damages will not exceed 10% of the contract value, in any way.
- m. If even after applicability of 10% LD, the Seller fails to deliver the required stores, the Buyer will be at liberty to procure the stores from an alternate source, on the Seller's "Risk & Cost". In that case, the Seller will be bound to make payment to the new source through NUTECH
- n. NUTECH reserves the right to cancel the Contract without assigning any reason whatsoever during its currency / execution / after placement, if the firm is found to be involved in any dubious activity, litigation, lacking to meet contractual obligations with the purchaser or is blacklisted with any other Public procurement agency. No claims / loss / damage of whatsoever nature shall be entertained and NUTECH's decision in this regard will be final and binding on the Supplier / Seller.
- o. An appropriate amount may be paid for mobilization against Bank Guarantee/CDR/Demand Draft/Pay Order
- p. Partial payment/partial delivery allowed. Complete installation/commissioning will be firm's responsibility

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 NUTECH/SCM/Electronics Work Bench-2019/TD-094

Date: 22-08-2019

Technical Specification

Ser	Items	Description	A/U	Country of Origin	Qty Req	Bidder Compliance			Tech Scrutiny to be done by user	
						Yes	No	Alternate	Accepted	Rejected
						Reason of Rejection				
1.	Supply and Fixing of Electronics Work Bench	Description: Double story electronics workbenches (sample picture attached as Annex. 'A'). Architecture of 1st story: Width 2', length 6', height 2'6"(measured form ground). Architecture of 2nd story: width 1', length 6", height 1'8" (measured form base of 1st story). 10 multipurpose sockets installed at back edge, 1x plug on the side for internal wiring to electrocute sockets. Color scheme should as per Annex "B" and furniture available in electrical labs. Specifications: 5A sockets, wooden, single phase supply, Electrostatic discharge sheet fixed over the surface of workbench	No	Local	30					

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 ✓	
Pub/Lit Req	Yes ✓	No	Req of Cert for test data results	Yes ✓		No	
Trg Req	Local ✓	Foreign	Req of Calibration	Yes ✓		No	
Note: Tick relevant box							







NATIONAL UNIVERSITY OF TECHNOLOGY
SUPPLY CHAIN MANAGEMENT OFFICE

TECHNICAL OFFER

Annex B

User Reference No **NUTECH/SCM/Electronics Work Bench-2019/TD-094**

Date: **22-08-2019**

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: _____

General

GST No: _____ (Please enclose copy)

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

Payment Terms:

1. 50 % advance payment against BG/CDR/Pay Order/DD
2. 50% payment after delivery, installation /commissioning, user satisfaction certificate.

3. Details of Payment Recipient

(1) Name/Title: _____

(2) Address: _____

OEM Name: _____

Focal Person: _____

Phone Number: _____

Email Address: _____

Signature: _____

Official Seal: _____

Name : _____

Designation: _____



NATIONAL UNIVERSITY OF TECHNOLOGY

SUPPLY CHAIN MANAGEMENT OFFICE

FINANCIAL OFFER

Annex C

User Reference No **NUTECH/SCM/Electronics Work Bench -2019/TD-094**

Date: 22-**08-2019**

Ser	Items	Description	A/U	Qty Req	Unit Price (Rs) (Incl all taxes)	Total amount for total qty (Rs) (Incl all taxes)
1.	Supply and Fixing of Electronic s Work Bench	Description: Double story electronics workbenches (sample picture attached as Annex. 'A'). Architecture of 1st story: Width 2', length 6', height 2'6"(measured form ground). Architecture of 2nd story: width 1', length 6", height 1'8" (measured form base of 1st story). 10 multipurpose sockets installed at back edge, 1x plug on the side for internal wiring to electrocute sockets. Color scheme should as per Annex "B" and furniture available in electrical labs. Specifications: 5A sockets, wooden, single phase supply, Electrostatic discharge sheet fixed over the surface of workbench	No	30		
Gross Total						

Bid Bond Ref # _____ Total GST _____

Total Value (Incl Tax) _____

*Bid Bond to be attached with Annex C. Copy of Bid Bond be attached with technical offer without showing its value. Exposure of bid bond may result in rejection of offer.

Firm Name _____
Signature _____
Name _____
Designation _____