



TENDER DOCUMENTS
HIRING OF TRACTOR WITH BOWZER
NUTECH/SCM/Tractor & Bowzer-2019/TD-100

NATIONAL UNIVERSITY OF TECHNOLOGY

TENDER NOTICE

National University of Technology (NUTECH)

NUTECH/SCM/Tractor & Bowzer-2019/TD-100

Sealed bids are invited from Government / FBR Registered Firms for the hiring of Tractor along with Bowzer for NUTECH.

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 **28-10-2019**.
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 14-11-2019**. Late submission will not be entertained.
5. Bids will be opened at **1130 hours on 14-11-2019** at SCM Office.
6. Rendering of services will immediately start after signing 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 14-11-2019 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 per tank 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

NUTECH/SCM/Tractor & Bowzer-2019/TD-100

Ser	Items/Stores	Description	Conditions for Hiring	Qty Req (a)	Gross Price per tank(inclusive of all taxes)(Rs)
1.	60 HP engine Tractor 4 x 2 along with water bowzer	<ul style="list-style-type: none">• 60 to 80 HP• Bowzer Capacity 6000-7000 liters	<ul style="list-style-type: none">• Contract Period: 6 months and extendable.• Fuel will be provided by the contractor• Driver and maint will be provided by the contractor• Working time 0800 hours to 1700• Duty period: Monday to Saturday• Holiday: Sunday• Food for driver will be provided by contractor.• Max trips per day- 4.• Min trips per day-3• Max trips per month-100.• Bowzer may be used for following:-	01	

			<ul style="list-style-type: none"> • Watering of flowers/beds • Grass areas • Plants • Sprinkling of area/roads • Filling of water tanks • Decision for award of contract will be made on the basis of per tank rate inclusive of all taxes and duties. • All gazette holidays will be allowed. However, in case of more than 3 consecutive holidays, 4th day will be working day. 		
TOTAL					

Total Value _____

GST _____

Gross Total Value _____

Bid Bond Ref _____

Special Conditions

- 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 2000/week penalty will be charged and deducted from monthly bill, in case of non-provision of facility being hired.
- e. Taxes will be deducted as per Federal Government rules from the monthly bill.
- f. If the contractor wants to discontinue the agreement, he should give notice 30 days in advance.
- g. Contractor under no condition will be allowed to sublet the contract.
- h. Rates may be revised as per data provided by Pakistan Bureau of statistics and changes in fuel prices at the time of renewal of contract with mutual agreement.
- i. Contractor is responsible and liable for any damage to, any underground, surface or above ground services and utilities including, but not limited to cables, ducts, water pipes and gas lines, and any pavements and roadways on or adjacent to the site.
- j. It is agreed that the Bowzer covered by this Agreement shall operate at the sole risk of the Carrier and in no case, the NUTECH shall be held responsible for any loss or damage done to / by the Bowzer while at work or parked in NUTECH premises or anywhere else.
- k. Water collection from water points will be on firm's expense and responsibility.
- l. Water Bowzer should be in excellent working condition without any type of leakage and with good tyres.
- m. Alternate arrangement will be provided by contractor in case of any breakage of tractor or absence of driver.
- n. Rates are to be quoted on per tank basis.

- o. Actual bill shall be on the basis of number of tanks used.
- p. Firm will identify and quote the location of 3 x water points in the nearest vicinity of NUTECH.
- q. Only disciplined drivers having valid driving license, aged 25-60 and also physically, mentally and medically fit, will be assigned the duties of driving water bowzer. If any complaint is received by NUTECH, about the behavior or misconduct of the driver of any vehicle, he will be changed immediately by the contractor without fail.
- r. Bid(s) shall be rejected if the rate(s) are unclear, incomplete, ambiguous or conditional. Multiple quotes are not allowed.
- s. All payments shall be made on presentation of bill on monthly basis.
- t. Penalty will be mentioned in contract agreement for absence of driver or non-availability of vehicle.
- u. 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.
- v. 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.
- w. Representatives' of bidders are allowed to witness opening of tenders, without conferring any privilege.
- x. 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.
- y. Late submission of tender documents will not be entertained.
- z. 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.
- aa. Copy of CNIC of the owner of the firm will be attached with the Offer. Driver should have valid driving license.
- bb. Certificate indicating numbers of year in transport business is to be attached
- cc. Bank statement for last 6 months must be attached
- dd. Adm Directorate will assign route/duties for tractor and driver.
- ee. NUTECH can discontinue this contract with advance notice of 30 days.

ff. 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 the NUTECH and/or any of its staff and/or 3rd party suffers any damage or injury, the contractor shall be liable for compensating such damage or injury and in this respect shall always keep the NUTECH fully indemnified

Firm Name_____
Signature_____
Name_____
Designation_____



NATIONAL UNIVERSITY OF TECHNOLOGY
SUPPLY CHAIN MANAGEMENT OFFICE

FIRM'S COMPLIANCE

Annex B

NUTECH/SCM/Tractor & Bowzer-2019/TD-100 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)

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: _____