



**TENDER DOCUMENTS**

**Provision of Water Hydrant**

**NUTECH / SCM /Water Hydrant 2021 / TD-231**

**NATIONAL UNIVERSITY OF TECHNOLOGY**

**TENDER NOTICE****National University of Technology (NUTECH)****NUTECH / SCM /Water Hydrant 2021 / TD-231**

1. Sealed bids are invited from Government / FBR Registered Firms for the provision of Water Hydrant for NUTECH on **FOR Basis**.
2. Tender documents containing terms, conditions and detailed specifications of items (including draft contract) can be downloaded from NUTECH website "<https://nutech.edu.pk/downloads/procurement/scm-tenders/>" w.e.f **15 June 2021**.
3. Quotations shall be submitted as per requirement of the tender documents.
4. Bidders will be required to submit **Rs 20,000/-** as Bid Bond in favor of National University of Technology (NUTECH).
5. Submit Rs 1500/- as Tender fee in favor 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.
6. Details for Submission & Opening of bids for tender are as under: -

Ser	Description	Submission	Tender Opening	Completion Days
a.	Water Hydrant (TD-231)	1030 hrs on 30 June 2021	1100 hrs on 30 June 2021	1 x Year Services

**Deputy Director (Supply Chain Management)**

**NATIONAL UNIVERSITY OF TECHNOLOGY, IJROAD,I-12,ISLAMABAD**

**Tel: 0092-51-5476768, Ext: 278**

**NATIONAL UNIVERSITY OF TECHNOLOGY**  
**SUPPLY CHAIN MANAGEMENT**  
**INVITATION TO TENDER**

**Tender submission time: 1030 hrs on 30 June 2021**

1. NUTECH desires to procure the list of item(s) / Store(s) on **FOR** **b a s i s** as per **Annexure-A**. Interested bidders are requested to send their bids through courier or deliver at NUTECH under "**Single Stage – Single Envelope**" (**containing, separately, financial proposal and technical proposal**), marked clearly as "**Technical Offer**" and "**Commercial Offer**" respectively to the undersigned, latest by or before above mentioned due date.

2. **Conditions Governing Contracts.** The contract made as result of this IT will be in accordance with the draft contract published on NUTECH University website and other special conditions (Mentioned in this document) that may be added to given contract for the provision of Water Hydrant.

3. **Delivery of Tender.** The offer is to be submitted as under:-

- a. **Technical Offer.** Technical Offer should contain only Annexure-A & Annexure B duly filled in (supported with details / catalogues etc) and receipt of tender processing fee. Copy of bid bond WITHOUT MENTIONING PRICE should be attached with technical offer.

i.e . Following information will be clearly marked on the envelope:

- (1) Technical Offer
- (2) Tender number
- (3) Date/ time of opening

- b. **Commercial Offer.** Commercial Offer will contain Annexure-C and bid bond . The offer indicating the quoted price FE/Local Currency (in Local Currency for FOR cases & in FE for FOB cases) in figures as well as in words would be enclosed in an envelope.

- (1) Commercial Offer
- (2) Tender number

- c. The tender duly sealed will be addressed to the following: -

Deputy Director (Supply Chain Management Office)  
NATIONAL UNIVERSITY OF TECHNOLOGY (NUTECH)  
IJ P ROAD, I-12, ISLAMABAD  
Tel: 0092-51-5476768, Ext: 278

4. **Date and Time for Receipt of Tender.** Sealed bids with detailed specifications should reach SCM office latest by **1030 hrs on 30 June 2021.** Delay occurring in post shall not be accepted. Tenders received after the appointed / fixed time will NOT be entertained. The appointed time will, however, fall on next working day in case of closed / forced holiday.
5. **Tender opening.** The offers shall be opened **30 minutes** after submission time. Commercial offers will be opened at later stage if Technical Offer is found acceptable on examination by technical authorities. Date and time for opening of commercial offer shall intimated later. Only legitimate / registered representatives of firm will be allowed to attend tender opening.
6. **Validity of Offer.** The validity period of quotations must be indicated and should be **90 days** from the date of opening of financial offer.
7. **With drawal of offer** If the firm withdraws its offer within validity period, the competent authority may place such firm under embargo for a period which may be extended up to one year. Moreover, the Earnest Money of the firm will be confiscated.
8. **Documents.** Following information / copy of documents must be provided / attached with offer:-
  - a. A copy of letter showing firm's financial capability.
  - b. NTN/GST number be mentioned on the offer and copy of registration Certificate issued by Sales Tax Department, attached.
  - c. Annexes A, B and C must be signed and stamped. ATTACH ONLY RELEVANT DOCUMENTS.
  - d. Complete all Annexes as per given format. Do not use your format or letter head. Offer may be rejected if given format is not followed.
9. **Disqualification.** Offers are liable to be rejected if: -
  - a. Validity of offer is not quoted as required in IT documents.
  - b. Any deviation from the General/ Special / Technical Instructions.
  - c. Offers are found conditional or incomplete in any respect.
  - d. Copy of EM/Bid Bond & Tender processing fee (with tech offer) and original EM/Bid Bond (with fin offer) are NOT attached.
  - e. Offer received later than appointed / fixed date and time.
  - f. Offers (Commercial / technical) containing non-initialled / unauthenticated amendments / corrections / overwriting. If the validity of the agency agreement has expired. The commercial offer against FOB /

CIF / C&F tender quoted in local currency.

g. If the offer is found to be based on cartel action in connivance with other sources/participants of the tender.

h. Multiple rates are quoted against one item.

10. **Terms of Payment** Vendor would be paid full 100% amount on accrued monthly basis.

11. **Delivery Schedule.** Services will be provided as per following: -

Tank Capacity: 5000 Liters

Working Time: 0800 hrs to 1700 hrs

Working Days: Monday to Saturday

Max Tank per day: 05

12. **Force Majeure.** If non-compliance with the period of delivery or services can be proved to be due to Force Majeure, such as but not limited to mobilization, war, riot, strike, lockout, pandemics/epidemics or the occurrence of unforeseen events, the period shall be reasonably extended.

13. **Subletting** Suppliers are allowed to sublet wholly or part of the contract to any other firm /company without prior permission by NUTECH. Firm found in breach of the clause will be dealt with as per purchaser's right and discretion.

14. **Arbitration.** Will be as under:-

"All Claims ,disputes ,controversies, differences arising out of or in connection with this contract ,including any question regarding its existence, validity, interpretation performance, breach or termination ,shall be referred to and shall finally be solved by binding arbitration. An Arbitration Committee Shall be constituted comprising Rector NUTECH and two Arbitration to be nominated on mutual agreement by each party. The venue of the Arbitration shall be the place of issuance of this contract or as Rector NUTECH may determine. In case of any difference, the clauses of Arbitration Act 1940, Rules and Regulation made thereof for time being enforce shall prevail. The award shall be final and binding on both parties.

a. Provided that written record of any such arbitration and its award shall be arranged properly. An award of such arbitration may be confirmed in a court of competent jurisdiction at Islamabad.

b. Provided further that incase of any other question /dispute not covered under this clause, the decision of Rector NUTECH shall be final."

15. **Redress Of Grievance.** In case of dispute, case shall be reviewed by 'NUTECH Redress of grievance committee and decision of NUTECH shall be final and binding on both parties.

16. **Inspection /Testing of Water:** Inspection testing will be carried out at NUTECH by the concerned inspection team as detailed by the respective department in accordance with the laid down Acceptance Criteria.

17. **Water Hydrant Evaluation Criteria:** The water hydrant evaluation for the award of contract shall be done on the following parameters: -

- |   |                   |
|---|-------------------|
| a. NTN/GST registered Firm                      | <b>(5 Marks)</b>  |
| b. Previous Experience (Attach Proof):          |                   |
| i. 3 years or more                              | <b>(5 Marks)</b>  |
| ii. 2 years or more                             | <b>(3 Marks)</b>  |
| iii. 1 year or more                             | <b>(2 Marks)</b>  |
| c. Distance of Water Collection Point           |                   |
| i. 1 to 5 Km from NUTECH                        | <b>(20 Marks)</b> |
| ii. 6 to 10 Km from NUTECH                      | <b>(10 Marks)</b> |
| iii. 11 to 15 Km from NUTECH                    | <b>(6 Marks)</b>  |
| d. Financial Proposal (Lowest Evaluated Bidder) | <b>(10 Marks)</b> |

*Price of lowest bidder*

----- X Weighted Amount (For Serial d)

*X-Bidder price*

18. **General Instructions:** Following must be noted:-

- a. The firm should provide point to point acceptance of each clause of IT and special instructions attached with IT.
- b. Firm will render a certificate with technical offer that firm is neither defaulter nor blacklisted by any Government / semi Government organization directly or indirectly. (On Judicial Paper)
- c. 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 delayed store value.

- d. If even after applicability of 10% LD, the Seller fails to deliver the required stores, the Buyer will be at liberty to Cancel the contract, and /or procure the stores from an alternate source, on the Seller's "Risk & Cost/Expense". In that case, the Seller will be bound to make payment to the new source through NUTECH. The purchaser's decision under this clause shall NOT be subjected to arbitration.
- e. 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 / binding on the Seller.
- f. Firms with previous pending/outstanding projects/business and unsatisfactory performance with NUTECH may not be considered for award of any further business.
- g. Lowest evaluated bidders must send their authorized representatives for signing of the contract within three days of sharing of the draft contract.
- h. Firm will issue an authorization letter to the rep attending tender opening. However, if owner is attending opening then no authorization letter is required.**
- i. University owned tanker will collect water as & when required.**
- j. Administrative support for collection of the water from water point will be provided by Successful firm if any.**
- k. Water point administration will be told to accord priority the University Tanker and avoid long waiting hours.**
- l. Business will be awarded on criteria given at Clause 17.**

Deputy Director  
Supply Chain Management Office

**Annex-A**

**Technical Specifications**

**NUTECH / SCM /Water Hydrant 2021 / TD-231**

Ser	Part No	Items	Description	A/U	Country of Origin	Qty Req	Bidder Compliance		Tech Scrutiny to be done by user	
							Yes	No	Accepted	Rejected
							Reason of Rejection			
1.		Water Hydrant	Tank Capacity: 5000 Liters Contract Period: 01 year Working Time: 0800 hrs to 1700 hrs Working Days: Monday to Saturday Max Tank per day: 05 Gazetted Holidays Allowed	Tank	-	1				

<b>Firm Name:</b> _____ <b>Signature:</b> _____ <b>Name:</b> _____ <b>Designation:</b> _____
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**TECHNICAL OFFER**  
**NUTECH / SCM /Water Hydrant 2021 / TD-230**

**Fill in 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 Period: \_\_\_\_\_

**General**

1. GST Number: \_\_\_\_\_(Enclose Copy)
2. NTN / CNIC: \_\_\_\_\_(if exempted, provide valid exemption certificate)

**Payment Terms (In continuation of IT Document clause 10)**

In FOR Cases
Vendor would be paid full 100% amount on accrued monthly basis.

**Annex C****FINANCIAL OFFER****NUTECH / SCM /Water Hydrant 2021 / TD-231**

<b>Ser</b>	<b>Part No</b>	<b>Item Name/Size</b>	<b>Specification</b>	<b>A/U</b>	<b>Qty Req</b>	<b>Unit Price PKR (Including Tax)</b>	<b>Total Price PKR (Including Tax)</b>
1.		Water Hydrant	Tank Capacity: 5000 Liters Contract Period: 01 year Working Time: 0800 hrs to 1700 hrs Working Days: Monday to Saturday Max Tank per day: 05 Gazetted Holidays Allowed	Tank	01		
<b><u>Total</u></b>							

Firm Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_