GOVERNMENT COLLEGE UNIVERSITY FAISALABAD

TENDER DOCUMENT No. 001/2018

SUPPLY AND INSTALLATION OF SCIENTIFIC EQUIPMENT UNDER THE HEC NRPU PROJECT NO 5590

Purchase Price: Rs. 1,000/-

Sealed tenders / bids are invited from the well reputed firms / importers / suppliers, registered with Sales Tax and Income Tax Departments as Active Tax Payers for SUPPLY AND INSTALLATION OF SCIENTIFIC EQUIPMENT UNDER THE HEC NRPU PROJECT NO 5590. Details & Specifications of which are separately attached as Appendix "A".

GENERAL TERMS & CONDITIONS

1. **Tender Opening Date & Procedure:**

1.1 The procurement shall be completed in accordance with Punjab Procurement Rules 2014, on Single Stage - Two Envelope Bidding Procedure.

1.2 A single package containing two envelopes, separate Technical and Financial Bids in complete conformity with terms and conditions as described in Tender Documents will be sent / submitted to the undersigned, not later than **10:00 Hrs on 24-01-2018**.

Note: Tender Number must be mentioned on the envelopes.

1.3 Technical Bids will be opened first on **24-01-2018 at 10:30 Hrs** for evaluation.

1.4 Financial Bids of Successful Bidders after technical evaluation will be opened as per schedule issued later on.

1.5 Financial Bids of Unsuccessful Bidders will be returned un-opened.

2. **Tender Fee, Bid Security and Performance Security:**

2.1 Technical Bid must be accompanied by the Tender Fee of Rs. 1,000/- in shape of Call Deposit Receipt (CDR) in original on the name of "Treasurer, GCUF".

2.2 Financial Bid must be accompanied by Bid Security (refundable) @2% (i.e. Rs 25,188.00) of the estimated price of **Rs. 1,259,375.00** for complete tender, in shape of Call Deposit Receipt (CDR) in original on the name of "Treasurer, GCUF".

2.3 Performance security @5% of the total bill shall be either retained by the University at the time of payment as per PPRA Rules 2014 from the final bill of the successful bidder or will have to be submitted as a Call Deposit Receipt (CDR) / Bank Guarantee on the name of "Treasurer, GCUF" in original before the release of payment, which will be refunded / released after satisfactory performance / after sales service and termination of warranty period.

3. Validity of Offers and Mode of Import:

3.1 Offers shall be valid for 180 days from the closing date of submission of bids.
3.2 Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security.
3.3 Sales Tax Number and NTN Number must be mentioned clearly on the letter head / cover letter / bidding documents.
3.4 The GCUF reserves the right to delete or decrease quantities as well as cancel whole tender or any part of it.
3.5 The University reserves the right to reject all bids / proposals at any time prior to the acceptance of bids or proposals as provided under Rule-35 of Punjab Procurement Rules 2014. However, upon bidder's request the ground of rejection will be communicated to the concerned but no justification will be given as per PPRA rule 35(2).
3.6 The vendor will request GCUF to open Letter of Credit (LC) on the name of his principal(s) by providing the original proforma invoice(s) containing the Description of item(s), Price, HS Code, Country of origin, Beneficiary's bank details etc along with original insurance documents, premium paid receipt and the CDR / Bank Guarantee of amount equal to their proforma invoices in the name of "Treasurer, GCUF" within 15 days of issuance of supply order.
3.7 In case the opening of LC is not feasible for the vendor, then the vendor may import the item(s) on the name of GCUF through open account / credit basis.

4. Failures and Terminations:

No offer of a supplier / firm will be considered if:-

4.1 Bid received is either without Bid Security / CDR or with Bid Security / CDR less than the required.
4.2 Bid received is not in accordance with Tender Document, Tender Notice or Tender Specifications.
4.3 Bid received later than the date and time fixed for tender.
4.4 Bid / offer received is incomplete in any respect or partially quoted (all the equipment must be quoted).
4.5 Bid / offer received is ambiguous and / or conditional.
4.6 Bid / offer received from a firm which is black listed at any level.
4.7 Bid in which any erasing / cutting / overwriting etc. is observed.
4.8 The vendor / supplier fails to deliver the consignment within specified delivery period strictly in accordance with the terms and conditions as laid down in the Tender Document / Purchase Order.
4.9 If situation warranted, then University is authorized to forfeit the Bid Security and the firm may also be black listed.
4.10 For acceptance of bids for equipment, bidders shall meet the Mandatory Requirements and Technical Specifications.

5. Other Special Conditions:

Following requirements define the scope of work of this Tender:

5.1 In case of any conflict, the decision of the Vice Chancellor of Government College University, Faisalabad, would be final & binding on both the parties.
5.2 The vendor must ensure that the supplied items are new, in proper shape and meet the technical specifications.

5.3 The vendor will be responsible for the supply, installation, commissioning of scientific equipments along with on campus training.

5.4 The bidder shall quote single option of each equipment which may be equivalent to or higher than the required specifications. No alternative / multiple options will be accepted.

5.5 All the equipment mentioned in the tender must be quoted. Incomplete bidding will not be accepted.

5.6 The vendor shall provide any up-gradation of the software (if any) without any extra cost or hidden charges during warranty period.

5.7 The bidder shall provide Company profile, Authorization with Principal firm(s), Company experience in related field, Project completed (within last year), Major clients' list (within last year) and "Equipment Technical Details (brochures, etc.)" by clearly mentioning the specifications, Country of Principal Manufacturer (make), model, origin (Country of manufacturing), part number, manufacturer's authorization form (MAF), manufacturing year etc.

5.8 The vendor shall provide comprehensive documentation of system deployed including diagrams, configuration and manuals etc at the time of installation and commissioning.

5.9 The vendor / supplier shall be responsible of providing services for operation and maintenance of the item provided, without any extra cost or hidden charges within warranty period.

5.10 The technical proposal should be prepared in such a way that the comparison between specifications mentioned in the tender and the specifications quoted by the vendor can be possible.

5.11 Any condition written in technical or financial offer that is in conflict / contrary to the terms and conditions laid down in the said tender document will be considered null and void.

5.12 All the accessories, installation supplies (such as gas cylinders, standard kits / reagents, Desktop Computers, UPS etc) that are required for the installation and smooth running of the equipment, will have to be arranged by the vendor at no cost to GCUF, whether quoted in the specifications or not.

5.13 The Bidders are required to submit their financial proposals in foreign currency i-e EURO (€) on the basis of Cost, Insurance & Freight (CIF) value inclusive of all clearance charges, L/C charges (e.g. opening, amendment, release, cancellation), local carriage charges etc till delivery of equipment(s) at GCUF Campuses.

5.14 If the quoted prices are other than EURO, then for comparison the quoted prices will be converted to EURO, for which the State Bank of Pakistan Forex Rate (Interbank-Selling) on the day of financial bid opening will be considered.

5.15 For prices quoted in foreign currency along with GST, only the price without GST will be considered.

5.16 Letters for custom duty / excise duty / sales tax / other surcharge exemptions shall be issued on the provision of AirWay Bill (AWB) / Bill of Lading (BL), country of origin, credentials of clearing agent etc, wherever applicable. At least 10 working days will be required to provide the said documents to the vendor, therefore the request for exemption certificates, endorsed AWB / BL and approved EIF should be sent accordingly.

5.17 In case, the vendor opts to import through its own, University will provide the exemption certificates as usual. However, acceptance / rejection of the documents at custom clearance will be the sole responsibility of the vendor and no claim on the name of demurrage charges, clearance charges etc will be accepted.

5.18 In case of equipment against which only one financial bid receives / matures, market survey as per PPRA guidelines will be carried out.

5.19 Quoted equipments must be of companies from European Economic Countries/USA/Canada/Japan origin.

5.20 The vendor is responsible to provide import documents (AWB or B/L, custom clearance documents, packing list, country of origin etc.) along with invoice and delivery challan for timely release of payment.

5.21 The GCUF reserves the right to suspend / cancel supply order (complete or any part of it) without assigning any reason thereof and without any obligation what so ever.

5.22 Warranty period will be at least one year or standard warranty (whatever is more). Warranty period will be considered from the date of equipment commissioning (not from date of delivery).

5.23 Custom clearance and transportation to destinations within GCUF campuses will be the sole responsibility of the vendor.

6. <u>Terms of Payment:</u>

6.1 No payment shall be made in advance to the successful bidder.

6.2 In case of LC, the payment will be made to the principal supplier within 05 working days on the provision of original non-deficient and non-discrepant documents by the beneficiary's bank. Any difference of price due to change in exchange rate at the issuance of supply order and the time payment has been made by the bank, will be adjusted accordingly.

6.3 In case of open account / credit, the payment will be made to the principal supplier within 30 working days on the provision of original non-deficient and non-discrepant documents by the vendor. Any difference of price due to change in exchange rate at the issuance of supply order and the time payment made by bank, will be adjusted accordingly.

6.4 Delivery time will be within 120 days from the issuance of Purchase / Supply Order. This period includes the time required for the submission of original proforma invoice alongwith insurance documents and premium paid receipt by the vendor to the University and the time required by the University Bank to process the Letter of Credit request. Any delay in the opening of LC will not automatically increase the duration for delivery time. For extension in delivery time, the request by the vendor should be submitted 15 days before the expiry of delivery time as per Purchase / Supply Order, explaining the reasons of delay. Any such request will be considered after due deliberation and any additional charges alongwith penalty will be payable by the vendor.

6.5 In case the vendor has quoted the item(s) in foreign currency, but later on claimed the payment in Pak Rs, deduction of taxes will be made as admissible under the rules.

6.6 No claim of payment for any additional charges than the supply order, on the name of change in Govt. duties, provincial revenue / taxes, transportation, installation charges will be entertained.

6.7 Stamp paper duty will be payable by the vendor as per Government rules.

7. <u>Liquidated Damages:</u>

7.1 2% penalty per month (not exceeding 10%) of the cost of item(s) will be imposed if not supplied within stipulated period.

7.2 The supplied items and their accessories should be as per bid specifications otherwise it will be rejected and returned at vendor's cost.

7.4 In case the vendor fails to arrange the shipment of the goods within the original validity of the L/C, request to extend / amend the L/C should be submitted 15 days before the L/C expiry. Any such request will be considered after due deliberation and any additional charges alongwith penalty will be payable by the vendor.

ISSUED BY:

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ISSUED TO:

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Appendix "A"

TENDER DOCUMENT No. 001/2018

SUPPLY AND INSTALLATION OF SCIENTIFIC EQUIPMENT UNDER THE HEC NRPU PROJECT NO 5590

SR. #	DESCRIPTION	UNIT	QTY
1.	**Hybridization Oven:** Oven chamber corrosion resistant and stainless steel, with rotisserie for 35 mm diameter bottles and 50 ml disposable tubes. Technical Specifications: - Bottle capacity 12 large Rotisserie/rocker speed 4 to 20rpm Temperature range (Ambient) +5° to 80°C Temperature control Microprocessor Temp. resolution/uniformity ±0.1°C/±0.5°C Exterior dimensions (WxDxH) 483 x 445 x 495 mm Chamber dimensions (WxDxH) 368 x 279 x 343 mm Including a drip tray, six large bottles and a pack of hybridization mesh. Operated on 220 Volts with built in stabilizer. Complete system as above or equivalent.	No.	01
2.	**Cooled Incubator:** Digital Graphic LCD Display, Programmable Operation Function with Precise Microprocessor Temperature Controlled PID System, Selectable Clock Mode and Timer Mode, Independent Over-Temperature Protection Device, Self Diagnostic Function, Digital Temperature Setting / Indication, Automatic Setting of Temperature Alarm. Technical Specifications: - Temperature range -10 to +60°C Capacity 120 Litres or above Shelves 3 Internal Dimensions 620x368x555mm, Interior finish Stainless steel Compressor Hermetic type single phase Circulation System Forced Air Circulation Defrosting Manual / Automatic Operated on 220 Volts with built in stabilizer. Complete system as above or equivalent.	No.	01

Details of Call Deposit Receipt (CDR) **Signature______________________________**

No______________ Amount___________ **Name of Bidder_________________________**

Bank______ Branch_____ City__________ **CNIC No ______________________________**

Name of the Firm & Address _____________________________Ph No_____________________

N.T.No. _____________________________Sales Tax No._________________________________