



GOVERNMENT COLLEGE UNIVERSITY FAISALABAD

TENDER DOCUMENT No. 540/122/2017

PRINTING & SUPPLY OF "GCUF PROSPECTUS-2018".

Purchase Price: Rs. 1000/-

Sealed Tenders are invited from the well reputed Printing Firms / Suppliers, having own printing machines, cutting, binding arrangements and registered with Sales Tax and Income Tax Departments as active tax payer for printing of "**GCUF PROSPECTUS - 2018**". Detail & Specifications are separately attached as Appendix "A".

GENERAL TERMS & CONDITIONS

1. Tender Opening Date & Procedure:

- a) The procurement shall be completed in accordance with Punjab Procurement Rules 2014, on Single Stage - Single Envelope Bidding Procedure.
- b) A single package Bids in complete conformity with Tender Documents will be dropped in Tender Box placed at Directorate of Procurement GCUF, not later than **10.00 AM on 04.07.2018.**
- c) Sealed Bids will be opened on **04.07.2018 at 10.30 AM,** in the presence of the firms or their representative who wish to attend.
- d) In case of closed / forced holidays, tender opening time / date will be considered as the next working day.

2. Tender Fee, Bid Security and Performance Security:

- a) Bids must be accompanied by Tender Fee of Rs:1,000/- in form of Call Deposit Receipt (CDR) / Demand Draft (DD) in original.
- b) Bids must be accompanied by Bid Security @ 2% of the Estimated Price of Rs.6,500,000/- (refundable) in form of Call Deposit Receipt (CDR) / Demand Draft (DD) in original.
- c) CDRs / DDs must be in favor of "**Treasurer, GC University, Faisalabad**" and Cheque is not acceptable.
- d) Performance security @10% of the total bill shall be retained and refundable after receipt of quality satisfaction report from quarter concerned.

3. Validity of Offers.

- a) Offers shall be valid for at least 180 days from the date of submission of bids.
- b) Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security.

4. Failures and Terminations:

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

- i. Bid received without Tender Fee & Bid Security CDR or less than required.
- ii. Bids received not in accordance with specifications of Tender Documents.
- iii. Alternate bids received or alternative arrangement offered.
- iv. Bid received later than the date and time fixed for tender.
- v. Tender is incomplete in any respect or is unsigned.
- vi. Offer is ambiguous and the offer is conditional.
- vii. Offer from a firm which is black listed at any level.
- viii. Any erasing / cutting / overwriting etc.
- ix. The Firm fails to make delivery within specified delivery period strictly in accordance with the terms and conditions as laid down in the Work Order.
- x. Situation warranted, then University is authorized to forfeit the bid Security and the firm may also be black listed.

5. Other special conditions :-

- i. Bids must contain, Firm's profile, years of experience, major work orders, complete detail of machinery, power back up & other set up for printing.
- ii. Paper / Card samples as per specification & gram age are required.
- iii. The bidders shall quote rate per copy inclusive of all applicable Govt. Taxes.
- iv. The bidders shall provide the proof of Registration for GST / NTN & CNIC.
- v. Successful bidder shall ensure quality & standard printing with no excuse and in case of deficiency or fault, may impose penalty or reject the delivery.
- vi. Successful bidder shall ensure to serialize the 20,000 prospectus.
- vii. Successful bidder shall be responsible for loading / unloading on delivery at GCUF premises during university office hours.
- viii. Printed material shall be protected from rain / bad weather and any damage during transportation / delivery shall be at bidder's cost.
- ix. Successful bidder shall ensure timely delivery and GCUF will not accept any excuse of load shedding, working time or any other etc.
- x. After receipt of the printed material the inspection will be carried out by the Inspection Committee within 15 days.
- xi. The decision of the Vice Chancellor of GC University, Faisalabad, would be final & binding on both the parties and not challengeable in any court of law.
- xii. The performance security applicable under the rules shall be deducted from the final bill of the successful bidder.
- xiii. All Government Taxes will be deducted according to applicable rules.
- xiv. The University may reject all bids/proposals at any time prior to the acceptance of a bid or proposal as per PPRA Punjab rule 35, however, upon bidder request, the grounds for rejection will be communicated to the concerned but no justification will be given as per PPRA rule 35 (2).

(MUHAMMAD MAZHAR WASEEM)

Incharge Officer, Procurement and Inventory Control

Allama Iqbal Road Faisalabad, Phone: 041-9201468&9201030.

ISSUED TO:

M/S-----

TENDER DOCUMENT No. 540/122/ 2017**DETAIL & SPECIFICATIONS OF "GCUF PROSPECTUS-2018.**

Detail	Specifications	Quantity
Size	A-4 (8.5" Length & 11" Width)	20,000 Nos.
Paper Quality	115 gram imported matt paper (Lecome) / polished paper	
Title Card	Art card matt 310 grams laminated and UV Coated	
Pages	300, if increased / decreased price per page on pro-rata basis.	
Printing	4 colors printing i.e. CMYK off set (with Serial Number)	
Binding	Gum Binding)	
Packing	Prospectus in bundle of (10) copies each with plastic patty / dory.	
File Cover	Size: (14" Length & 10" Width), with GCUF logo and contents as per sample. Art Card 300 Gram With Lamination & UV Coated Pocket Inside the File and injected hole on left upper corner (Both Side).	20,000 Nos.

Details of Call Deposit Receipt (CDR)

Signature_____

No_____Amount_____

Name of Bidder_____

Bank_____ Branch_____ City_____

CNIC No _____

Name of the Firm & Address _____ Ph No_____

Issued By:**(MUHAMMAD MAZHAR WASEEM)****Incharge Officer, Procurement and Inventory Control**

Allama Iqbal Road Faisalabad, Phone: 041-9201030, 9201468.