



TENDER DOCUMENT No.625/85/2018

PRINTING/SUPPLY OF PROSPECTUS 2019 FOR INTERMEDIATE, ASSOCIATE DEGREE & DIPLOMA PROGRAMS AT UNIVERSITY COMMUNITY COLLEGE (UCC), GOVERNMENT COLLEGE UNIVERSITY, FAISALABAD.

Purchase Price: Rs. 500/-

Sealed Tenders are invited from the well reputed firms / suppliers, who are registered with Tax Departments for **Printing/Supply Of Prospectus 2019 for Intermediate, Associate Degree & Diploma Programs At University Community College, Government College University, Faisalabad.**

GENERAL TERMS & CONDITIONS

1. Tender Opening Date & Procedure:

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

Bids in complete conformity with Tender Documents will be dropped in Tender Box placed at Procurement Department of the GCUF, not later than **10:00 Hrs on 30.05.2019** which shall be opened on same day at **1030 Hours**.

Note: Tender Number must be mentioned on envelope.

2. Tender Fee, Bid Security and Performance Security:

The Bid must be accompanied by Tender Fee of Rs:500/- in shape of Call Deposit Receipt (CDR) in original and Bid Security @ 2% of Estimated Price Rs.500,000/- (refundable) in shape of Call Deposit Receipt (CDR) in original.

CDRs must be in favor of Treasurer, Government College University, Faisalabad. The rates / bids should be inclusive of all applicable Govt. Taxes.

3. Validity of Offers.

- i. Offers shall be valid for 180 days from the date of submission of bids.
- ii. Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security.
- iii. Sales Tax Number and NTN Number must be mentioned on the letter head and bidding documents.

4. Failures and Terminations:

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

- a) Bid received without Bid Security / Call Deposit or less CDR than the required.
- b) Bids received not in accordance with Tender Documents and Tender Notice.
- c) Bid received later than the date and time fixed for tender.
- d) Tender is incomplete in any respect or is unsigned.
- e) Offer is ambiguous and the offer is conditional.
- f) Offer from a firm which is black listed at any level.
- g) Any erasing / cutting / overwriting etc.
- h) The supplier fails to deliver the consignment within specified delivery period strictly in accordance with the terms and conditions as laid down in the Purchase Order.
- i) Situation warranted, then University is authorized to forfeit the bid Security and the firm may also be black listed.

5. Other special conditions

- I. The decision of the Vice Chancellor of Government College University, Faisalabad, would be final & binding on both the parties.
- II. The supplier/vendor shall submit company profile with financial status and experience record of dealing in relevant line of business.
- III. 10% performance security ,applicable on non consumable supplied items, shall be deducted from the final bill of the successful bidder as per PPRA Rules 2014 and shall be released on request after successful expiry of warranty period.
- IV. All Government Taxes & duties ie; 1/5th of total GST as well as income tax and stamp duty (if applicable) will be deducted according to applicable rules.
- V. The warranty period for the supplied items shall be declared minimum 364 days on final inspection of the Committee and end user. However, this warranty period may be extended if deemed necessary due to unavoidable circumstances.
- VI. Upon the successful supply, fixation, placing, installation, demonstration and inspection carried out by the end user/inspection committee. The successful bidder shall submit their invoice/requisite for request for payment with all necessary documents.
- VII. No partial/advance payment shall be made against partial supply.
- VIII. The unit rates and the price shall be quoted by the bidder in currency PKR (Pakistani Rupee).
- IX. LDC (Late delivery Charges) penalty shall be imposed @2% per month of delay upto maximum of 10% of total price.
- X. 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 ground of 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 & Inventory Control

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

ISSUED TO:

M/S-----

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Sr#	Item Name	A/U	Qty.	Unit Price Including all Taxes Rs.	Total Cost (Rs.)
1.	Prospectus for University Community College, Government College University, Faisalabad i. Paper: 115 Matt Per Imported ($\pm$ 5%) ii. Size: 7"x9.25" iii. Printing: 04 Colors iv. Pages: 80-90 v. Title: 300gm Art Card vi. Binding: Gum/Pin Binding vii. Form: 01 Color on 100gm Offset Paper viii. Admission File Cover: 04 Color B4 Size	No.	2,000		

Note: Price should also be quoted on Firm's letter head pad.**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. _____

Issued By:

Muhammad Mazhar Waseem
 Incharge Officer, Procurement & Inventory Control
 Allama Iqbal Road Faisalabad, Phone: 041-9201468 & 9201030