



GOVERNMENT COLLEGE UNIVERSITY FAISALABAD

TENDER DOCUMENT No.692/13/2020

Supply of Furniture & Fixture under the project entitled “Development of New Campus, Government College University, Faisalabad Phase-II”

Sealed Tenders are invited from the well reputed firms / suppliers, who are registered as Manufacturer / Wholesalers/ Importer of Furniture (Category –A) and Electronic Item (Category – B) , Sales Tax as Operative and Income Tax as Active Tax Payer with FBR for the Supply of Furniture items for GCUF.

1. GENERAL TERMS & CONDITIONS

- 1.1 The procurement shall be completed in accordance with Punjab Procurement Rules 2014, on **Single Stage – Two Envelope** Bidding Procedure.
- 1.2 Technical & Financial proposals for Category –A & B separately (four envelopes in a single envelope).
- 1.3 Bids in complete conformity with Tender Documents will be dropped in Tender Box placed at Procurement Department of the GCUF, not later than cut-off date & time at **11:00 Hrs on 09.02.2021.**
- 1.4 Technical bid shall be opened first on the same day at **11:30 Hours** at the office of Incharge Officer , Procurement & Inventory Control (in CPC Meeting) in the presence of the authorized representatives of the responding firms/companies, who cares to participate. The representatives of the responding firms/companies must have an authorization letter from the firm on their letterheads to participate.
- 1.5 The qualified firms shall be called for submission of sample of furniture items (Category-A), which shall be technically evaluated by the Furniture Technical Committee.
- 1.6 Financial bids of the technically accepted firms (both in technical criteria and samples in Category-A) will be opened. The firms participating in Category-B (Electronic items) shall not be called for sample and financial bid shall be opened after evaluation of bids as per technical criteria.
- 1.7 However, the financial bids of the technically disqualified bidders will be returned unopened.

2. Tender Fee, Bid Security & Performance Security

- 2.1 The bid must be accompanied by Tender Fee of Rs:2,000/- (CDR) (Non-Refundable).
- 2.2 Bid Security should be in shape of Call Deposit Receipt (CDR) (Refundable) in original as per followings,
 - **Category –A, 2% of Estimated Price i.e; Rs.25.677 Million.**
 - **Category-B, 2% of Estimated Price i.e. Rs. 508,000/-**
- 2.3 CDRs must be in favor of Treasurer, Government College University, Faisalabad.
- 2.4 Performance Security will be deposited by the successful bidder before issuance of Supply Order @ 10 % of the total worth in shape of CDR having validity till the end of warranty period.

3. Bid Validity

- 3.1 All bids and prices shall be valid for 180 days from the opening date of tender.
- 3.2 Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security & any other penal action under PPRA Rules.
- 3.3 All prices should be quoted on the letter head of the bidder in Pak Rupees inclusive of all applicable Government taxes, transportation, commissioning, installation, fixing & testing cost.
- 3.4 The earnest money to the successful bidder will be released after delivery/installation/fixing of required goods.

4. Eligibility Criteria & Supporting Documents: -

Bid of a supplier/firm will be considered only if following supporting documents are annexed in order to meet the minimum eligibility criteria described below.

4.1 The bidder must be Manufacturer/Wholesaler/Importer of Furniture Items (Category-A) and General Order Suppliers / Wholesalers/ Importers/Distributors for Electronic Items (Category-B)

4.2 The manufacturers of furniture (category- A) must have fully equipped furniture workshop with seasoning wood plant.

4.3 The firm must have minimum 3 years' experience in relevant line of business having minimum annual turnover of Rs. 15 Million in the last year for category-A. In this regard, relevant Supply Order/ Work Orders from Government/Semi-Government Organizations must be attached as poof.

4.4 The bidder must provide proof of financial soundness having minimum annual turnover of transactions of worth Rs. 15 Million in firm's bank account in last year. In this regard, copy of bank statement of last one year must be attached as proof. (Category-A)

(Compulsory Documents for both Category A & B)

4.5 The bidder must provide company profile, name and address of the company along with details of chief executives or authorized persons.

4.6 Copy of National Tax Registration certificate and proof of filer.

4.6 Copy of Sales Tax Registration certificate and proof of filer.

4.7 An affidavit on Rs. 100/- stamp paper that currently firm is not blacklisted or debarred by any Government/Semi-Government department to participate in bidding.

4.8 Tender Fee (Non-Refundable) and Bid Security @ 2% of Estimated Price (refundable) in shape of Call Deposit Receipt (CDR) in original and must be issued from Payees Account only.

5. Failures and Terminations:

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

5.1 If the firm is not registered as per clause No.4.1.

5.2 Bid received without Bid Security CDR and Tender Fee.

5.3 Bids received with cheque or bank guarantee.

5.4 Bid received later than the date and time fixed for tender.

5.5 Bid is conditional, ambiguous or incomplete.

5.6 Bid from a firm which is black listed at any level.

5.7 Any supplementary or revised offer after opening of the tender.

5.8 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/ Tender Documents.

5.9 If any punitive situation warranted, then University is authorized to forfeit the bid Security and the firm may also be black listed.

6. Mode of Delivery, Payment Schedule, Technical Warranty and Performance Security:-

6.1 The delivery shall only be accepted as per terms and conditions of tender documents/ supply order with loading /unloading at firm's cost.

6.2 No advance payment shall be made to any bidder.

6.3 Upon the successful supply, installation/fixing/ placing the items, the said bidder shall submit all necessary documents for payment of bill directly to DP&IC along with delivery challan/Certificate duly signed & stamped by the authorized person of department within stipulated period.

6.4 If the bidder is authorized for any exemption of taxes (Sales Tax/Income Tax), he shall claim it in the Financial proposal and submit relevant documents along with bill for payment.

6.5 The technical warranty period for the supplied items (category –A) shall be ten years after final inspection of furniture by the Committee and firm shall provide an undertaking as “Warranty Certificate” for termite, wear & tear due to moisture or manufacturing fault alongwith after sale services in this regard.

6.6 However, performance security may be released upon vendor's request subject to successful completion of one year after inspection of goods at firm's cost.(Category-A)

6.7 The warranty period for Electronic Items (Category –B) shall be one year or as per company warranty, whichever is later and performance security shall be released after successful completion of that warranty period.

7. **Other special conditions**

- 7.1 The size, length, width and quality of demanded furniture items should be minimally ensured as per specifications. However, the firms may offer their own designs of furniture articles having better in size/quality than that of tender specifications.(multiple options will not be accepted against single item)
- 7.2 The Central Purchase Committee may visit the furniture workshop to verify the Manufacturing Facilities quoted by the bidder.
- 7.3 Any overwriting/crossing etc in the bid should be properly counter signed by the person signing the bid. All pages of the bid must be properly countersigned.
- 7.4 The decision of the Central Purchase Committee will be binding on all concerned and will in no case be challenged on any forum court/law.
- 7.5 In case, the successful bidder fails to supply the goods strictly in accordance with the terms and conditions laid down in the supply order/bidding documents or fail to provide the required maintenance in a satisfactory manner, the security deposited by him shall be forfeited and requisite store equipment, etc will be purchased and professional service will be hired at his risk and expenses.
- 7.6 LDC (Late delivery Charges) penalty shall be imposed @2% per month of delay upto maximum of 10% of total price in case of late delivery of goods.
- 7.7 In case any material is found not in conformity with specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, faulty packing or short supplied, or wrongly supplied, the supplier will replace the same upon free of charges or pay the full cost of replacement besides LD charges.
- 7.8 No partial/advance payment shall be made against partial supply.
- 7.9 All bids & bidders will be governed by PPRA Rules 2014 as and when amended.
- 7.10 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).

Incharge Officer

Procurement & Inventory Control
Allama Iqbal Road Faisalabad, Phone: 041-9201468

ISSUED TO:

M/s-----

Furniture, Fixture & Electronic Items

Sr #	Description	Qty.	Specifications	Picture/ Drawing	Unit Price	Total price
Category – A Furniture & Fixture						
1	Computer Table	145	Size: 3' x 2' x 2'-6" (H) Structure: Made of high density (lasani MDF Sheet) particle board pressed with melamine lamination sheet on both sides with 12+2% moisture content, inside top and foot rails made of solid seasoned sheesham wood, All edges covered with 2 mm thick sheesham wood gola (polished). Table having with one side CPU box and one drawer lockable (quality lock), other side sliding keyboard and mouse tray (quality railing) with through back. One half width shelf under the tray. Top and back cable holes. Best quality handles and Foot rest. Complete finished with nitrocellulose (N.C.) lacquer polish in all respect.			
2	Office Chairs	1,146	Structure: Made of solid seasoned sheesham wood finished with nitrocellulose (N.C.) lacquer polish & 12+2% moisture content. Width of legs 1.2x1.2 inch. Seat 19 inch + Back height form Ground 32 inch, Back Support 11 inch+ width of arms 2 inch: Made of solid seasoned wood covered with 1st quality foam (A grade master molty foam) & with brown colored leather (fine quality). Additional wooden support between front legs. Complete finished with nitrocellulose (N.C.) lacquer polish in all respect.			
3	Computer Chairs Revolving	145	Made of cast aluminum having 5-legs revolving cum tilting pedestal durable (adjustable height, hydraulic) and load bearing caster, imported quality wheels. Seat 16 x 18 inch+ Back height from ground 38 inch: Made of solid seasoned wood covered with 1st quality foam A grade master molty foam) & with Brown colored leather (fine quality).			

4	Revolving Chair-High Back)	38	Made of cast aluminum, High back, having 5-legs revolving cum tilting pedestal durable (adjustable height, hydraulic) and load bearing caster, imported quality wheels. Seat 21x22.5 inch + Back height from ground 51 inch: Made of solid seasoned wood covered with 1st quality foam (A grade master molty foam) & with brown colored leather (fine quality).			
5	Officer Revolving Chairs-low back)	50	Structure: Made of cast aluminum, Low back, having 5-legs revolving cum tilting pedestal durable (adjustable height, hydraulic) and load bearing caster, improted quality wheels. Seat 18 x 19 inch + Back 44 inch: Made of solid seasoned wood covered with 1st quality foam (A grade master molty foam) & with brown colored leather (fine quality).			
6	Office Table	62	Size: 4' x 2-6" x 2'-6" (H) Structure: Made of high density (lasani MDF Sheet) particle board pressed with melamine lamination sheet on both sides and with 12+-2% moisture content, inside top and foot rails made of solid seasoned sheesham wood, All edges covered with 2 mm thick sheesham wood gola (polished). Table having one side with one drawer lockable (quality lock) and Cabin lockable (quality lock), while other side having sliding keyboard and mouse tray (quality railing) with through back. Top and back cable holes. Best quality handles and Foot rest. Complete finished with nitrocellulose (N.C.) lacquer polish in all respect.			

7	Cots Steel frame (Heavy gauge) single Cotton anwar Patti woven	600	Size: Standard Single Bed/Cot (3.25' x 6.5') Structure: MS 38 mm dia. of 16 SWG, including central support with headrest of standard size. Finishing: Powder Coated Paint (Silver), Complete finished in all respect. Knitting: Taper Nawar Sutter (Fish Brand or equivalent).			
8	Study Tables for room	540	Size: 2.5' x 1.5' x 2'-6" (H) Structure: Made of high density (lasani MDF Sheet) particle board pressed with melamine lamination sheet and $12 \pm 2\%$ moisture content, Table having one side with one drawer lockable (quality lock) ,All edges covered with 2 mm thick sheesham wood gola (polished). Complete finished with nitrocellulose (N.C.) lacquer polish in all respect. Structure: made of mild steel square pipe 40 x 40 x 2mm mild steel square pipe I.L.L karachi or equivalent. Finished with nitrocellulose (N.C.) silver paint.			
9	Study Chairs + Dining Chairs with cushion	740	Structure: Made of mild steel square pipe 20 x 20 mm wall thick 1.2 mm mild steel square pipe I.L.L karachi or equivalent. Finished with nitrocellulose (N.C.) silver paint. . Finished with nitrocellulose (N.C.) paint/powder coating sliver colour. Seat 18 x 18 inch + Back support 10 inch+ back height 32 inch: Frame made of solid seasoned wood. Cushioned covered with 1st quality foam (A grade master molty foam) & with selected dark colored leather. . Complete finished in all respect.			

10	Dining Tables & Study Tables for Libraries	20	Size: 8' x 4' x 2'-6" (H) Top made of high density (Lasani MDF Sheet 2" Thick) particle board pressed with best quality 1 mm thick formica on both sides, edge covered with 2 mm thick sheesham wood gola (polished), Top thickness 32 mm thick. Structure: Made of mild steel square pipe 50 x 50 x 3mm mild steel square pipe I.L.L karachi or equivalent. Finished with nitrocellulose (N.C.) silver paint. . Finished with powder coating as per approved colour. Complete finished in all respect.			
11	Tablet chairs for class rooms	3000	Structure: Made of 20/20 mm mild steel square pipe 18 guage (I.I.L. Karachi or Equivalent). Finished with nitrocellulose (N.C.) silver paint. Seat 18 x 18.5 inch+ Back height from ground 31.5 inch+ seat height 18.5 inch from ground+ Writing Arm Board 19.5x9x0.75: Strips made of solid seasoned sheesham wood. Writing arm board made of solid seasoned sheesham wood (the moisture content should be 12% $\pm$ 2%). Finished with nitrocellulose (N.C.) lacquer polish. With rubber shoes. Complete finished in all respect. Full length support at back strips with screws should be provided. A tag bearing the manufacturers name and contact details should be placed (permanently) at a visible place of each article, so that during the Technical Guarantee Period the end user(s) can communicate with the manufacturing for sale after service. Writing pad should have 2/3rd horizontal double support, underneath the writing pad. About 4% of the total order should be with left hand writing pads (for Left hander). Back side pipe bends should be through using a die not by manual means or through cutting the pipe.			

12	Excecutive Office Table with side rack (14 Table + 04 Side Rack)	14	Size: 5' x 2'-6" x 2'-6" (H) Structure: Made of high density (Lasani MDF Sheet) particle board pressed with sheesham veneer on both sides with 12±2% moisture content, Top thickness 25 mm thick. Top pressed with one side formica texture and other side sheesham veneer. Inner rails made of solid seasoned wood. All edges covered with sheesham beading 3 mm thick. One side having 3-drawers of 15 inch width, while one drawer and one cabinet on other side of 15 inch width (all lockable with quality lock). Drawer side rails made of MDF. Bottom of drawer 5 mm thick MDF without staining. Front of drawer made of first quality veneer board. 8mm glass on top (tapered edges/boarders), Complete finished with nitrocellulose (N.C.) lacquer polish. Best quality handles and Foot Rest. Side Rack, Size: 3' x 1'-6" x 2'-6" (H) Structure: Made of high density (MDF Sheet) fiber board pressed with melamine lamination sheet on both sides, Top thickness 32 mm thick, with shelves for office files and folders. Complete finished with nitrocellulose (N.C.) lacquer polish.			
13	Centre Table	16	Main Table Size: 4' x 2' x 1'-6" (H) Side Table Size: 2' x 2' x 1'-6" (H) Structure: Frame made of solid seasoned sheesham wood with 12+-2% moisture content. Top made of glass (8 mm thick) placed neatly within the frame, complete finished with nitrocellulose (N.C.) lacquer polish.			
14	Book Racks Wooden	58	Size: 3' x 2' x 6' (H) Structure: Made of high density (Lasani MDF Sheet) 16-17 mm thick particle board pressed with melamine lamination sheet with 12 ±2% moisture content, edges covered with 3 mm sheesham beading. Five-shelves having space size for large file folders, with six partition shelves under rails solid seasoned wood. Front open,			

15	Rostrum for Class Room	50	Size: 1'-8" × 2'-6" × 4' (H) Structure: Made of solid sheesham wood with 12 ± 2% moisture content, 3 side panel, Top and bottom of ¾" high density (Lasani MDF Sheet) sheesham winboard, wooden support at bottom / floor section, wooden corner supports at inner back side. GCUF logo of marble or steel on front panel. Complete finished with nitrocellulose (N.C.) lacquer polish.			
16	White board (6'x4') standard	50	Size: 8' x 4' Structure: Made of high density (Lasani MDF Sheet), pressed with white shine UV formica (easily erasable, without any traces of blackening or black spotting), edges covered with solid seasoned sheesham wood. Wooden support at bottom for dusters. Wall hanging supports. Including nail, glue. Complete in all respect.			
17	Notice / display board (4'x6') with glass front	10	Notice Board 4' x 6', Depth 6 inch, frame made of high density (Lasani MDF Sheet), sliding glass 5mm with lock. Green or brown Cloth inside with soft sheet for thumb pins.			
18	Chairs for lecturer theater (50 in each -like seminar hall	400	Structure: Gravity Tip-Up movement, having folding seat size 460 x 490 mm with thickness of 130 mm, Back Size 670 x 460 mm with thickness of 90 mm and tapering to 120 mm in lower back including arm rest wooden handle. Complete in all respect. Imported type, including fixing of chairs			

19	Filling Cabinets wooden	20	File Cabinet Size: 18"x 24"x54" Structure Made of high density (Lasani MDF Sheet) with 12±2% moisture content, edge covered with sheesham wood, four drawer with best quality reeling, separate lock and handle of top quality, best quality polish in selected color			
20	Centre Table for common room	11	Main Table Size: 3' x 3' x 1'-6" (H) Structure: Frame made of solid seasoned sheesham wood with 12±2% moisture content. Width of legs 3x3 inch, Top made of high density (Lasani MDF Sheet) placed neatly within the frame, gola pati , complete finished with nitrocellulose (N.C.) lacquer polish.			
Category-B Electronics Items						
21	Deep Freezer kitchen hostels	10	Waves, Dawlance or equivalent WFC-210 / WF-210CB Cool Bank, Capacity 250 Ltrs, Size 10 CFT			
20	LED FOR 2 TV Lounge	2	(32") Haier, TCL, EcoStar, Orient or equivalent HD Smart LED			

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:

Incharge Officer

Procurement & Inventory Control

Allama Iqbal Road Faisalabad, Phone: 041-9201468