



GOVERNMENT COLLEGE UNIVERSITY FAISALABAD

TENDER DOCUMENT No.700/21/2020

Price: Rs.1,000/-

Supply of furniture for various departments of the University, Government College University, Faisalabad

Sealed Tenders are invited from the well reputed firms / suppliers, who are registered as Manufacturer / Wholesalers/ Importer of Furniture, 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 – Single Envelope** Bidding Procedure.
- 1.2 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 27.07.2021.**
- 1.3 Bids shall be opened 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.
- 1.4 The lowest /qualified bidder shall get approve a sample / design / color scheme of executive furniture items before delivery.

2. Tender Fee, Bid Security & Performance Security

- 2.2 The bid must be accompanied by Tender Fee of Rs:1,000/- (CDR) (Non-Refundable).
- 2.2 Bid Security should be in shape of Call Deposit Receipt (CDR) (Refundable) in original @ 2% of Estimated Price **i.e; Rs.272,000/-**.
- 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 and must have fully equipped furniture workshop with seasoning wood plant.

4.2 The firm must have relevant experience in relevant line of business. In this regard, relevant Supply Order/ Work Orders from Government/Semi-Government Organizations must be attached as poof.

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

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

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

4.6 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.

4.7 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 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.

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 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.
- 7.3 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.
- 7.4 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.
- 7.5 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.
- 7.6 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.
- 7.7 No partial/advance payment shall be made against partial supply.
- 7.8 All bids & bidders will be governed by PPRA Rules 2014 as and when amended.
- 7.9 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-----
