

INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD

Purchase & Store Section, Admin Block, New Campus, Sector H-10, Islamabad.

Tel: 051-9019293

Sub: **TENDER DOCUMENT FOR PURCHASE OF UNIFORMS & ACCESSORIES FOR SECURITY GUARDS (MALE & FEMALE)**

"TERMS AND CONDITIONS"

1. Any addition, deletion or modification of any clause of the procurement terms & conditions of International Islamic University Islamabad (IIUI) by any vendor will not be acceptable and may lead to rejection of the bid.
2. Original Manufacturer / Authorized Distributors (With Valid Authorization/ Distribution Certificate) / Suppliers registered with Income Tax, Sales Tax Department and who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.
3. Documents along with Pay Order/Call Deposit/Demand Draft amounting to **Rs.5,000/-** as a tender documents fee (Non-Refundable) shall be submitted in favor of International Islamic University, Islamabad, to the address given below.
4. Part / Advance payments is not allowed.
5. The exact completion/delivery time from the date of the purchase/work order will be maximum **40 days**. The handing over/ completion time is of critical importance.
6. After opening of bids, International Islamic University Islamabad will examine the bids for completeness as per tender document.
7. Purchase order(s) will be awarded to the lowest evaluated OR technically recommended bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs/Compatibility requirements. The quantity of items can be increased/decreased according to the funds.
8. International Islamic University Islamabad, will follow the PPRA rule of **Single Stage One Envelope procedure**:
9. Bidders cannot challenge the findings of the evaluation or ask for reason of disqualification.
10. The bid should be submitted in a sealed envelope up to **18-09-2023** on or before **10:30 a.m** and will be opened on the same date **at 11:00 a.m** in the presence of available bidders.
11. The envelope should be marked as under;

Assistant Director-III (P&S)
Room No. 108, 1st Floor, Admin Block, Sector H-10, New Campus
International Islamic University, Islamabad (Tel: 051-9019293)
12. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation for "**Purchase of Uniforms & Accessories**" for **Security Guards (Male & Female)**, IIUI.
13. **If the vendor fails to deliver the goods to International Islamic University, Islamabad in time then the penalty will be charged as under:**
 - a. 02% per month of the total Purchase Order value.
 - b. If the vendor fails to deliver the goods / services during the extended period (if granted) then the purchase / work order may be cancelled and Earnest money may be forfeited.
14. If the delivered goods / services are not according to the required quality standards/ specifications, the same shall be liable to be rejected after inspection. The bidder/vendor would be required to REPLACE as per requirements mentioned in our BoQs at no cost to the IIUI, otherwise the purchase / work order will be cancelled after due date with confiscation of earnest money AND bidder will bear all cost and expenses **thereof**.
15. All prices should be quoted on **FOR Basis (inclusive of all applicable taxes)**

16. All prices should be valid for at least **90 days**. Withdrawal or any modification of the original offer within the validity period shall entitle IIUI to forfeit the earnest money in favor of the IIUI and / or put a ban on such vendor participation in IIUI tenders / works.
17. It is the sole responsibility of the bidder / agent / supplier / manufacturer to comply with the applicable laws, be national or international.
18. In case of any dispute, decision of the President, IIUI will be final and binding upon the parties.
19. The IIUI reserves the right to modify the quantities of goods / services at any time before the award of purchase/ work order.
20. **The bidder is required to furnish in form of "Call Deposit: @ 02 (Re-fundable) of total values of the bid as Earnest Money in favor of "International Islamic University Islamabad. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
21. International Islamic University Islamabad reserves the rights to accept or reject the bid if;
 - i. Received later than the date and time fixed for tender submission
 - ii. The tender is unsigned/ unstamped
 - iii. The offer is ambiguous
 - iv. The offer is conditional
 - v. Offer is made by the unauthorized agent/ supplier/service provider of the original equipment manufacturer.
 - vi. The offer is from a firm, which is black listed by any Govt. Office.
 - vii. The offer is received by telephone/telex/fax/telegram.
 - viii. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
 - ix. The Company Profile, client list and detail of similar projects/works is not attached.

TENDER NOTICE

INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD (IIUI) invites sealed bids from the Original Manufacturer / Authorized Distributors (With Valid Authorization/Distribution Certificate / Suppliers registered with Income Tax Sales Tax Departments and who are on **Active Taxpayers List (ATL)** of the Federal Board of Revenue for the Purchase of **Uniforms & Accessories** for New Security Guards of IIU.

Sr.#	Name of Item	Qty.	Unit Price with GST	Total Price with GST
UNIFORMS ITEMS FOR SECURITY SUPERVISOR (MALE)				
1	Uniform Safari suit, Shirt with four pockets (Light Gray)	10 Nos.		
2	Uniform Safari suit, Trousers with four pockets (Black)	10 Pairs		
3	Rank embroidered detachable (2 x Crowns) light gray with golden crowns)	10 Pairs		
4	Name Plate plastic with Screw, detachable (White engraved with black back ground)	10 Nos.		
5	Pakistan Flag embroidered detachable (Embroidered Moon/Star)	10 Nos.		
6	Cap (Barret) embroidered IIUI monogram (Black)	05 Nos.		
7	Belt for Safari dress (Black 1 ½" width)	05 Nos.		
8	Shoes with laces for Safari dress (Black)	05 Pairs		
9	Socks Nylon (Black)	20 Pairs		
10	Jacket Cold Weather (Black)	05 Nos.		
11	Rain Coat (Light Green)	05 Nos.		
UNIFORMS ITEMS FOR SECURITY GUARDS (MALE)				
12	Uniform, Shirts, with two pockets/Shoulders (Light Gray)	310 Nos.		
13	Uniform, Trousers, with six pockets, tucked-in (Black)	310 Nos.		
14	Rank embroidered detachable (1 x Crown) (Light gray with golden crowns)	310 Nos.		
15	Name Plate with Screw, detachable (White engraved with black back ground)	310 Nos.		
16	Shoulder Title "Security" (Stainless Steel)	310 Nos.		
17	Pakistan Flag embroidered detachable (Embroidered Moon/Star)	310 Nos.		
18	Div Sign, with embroidered IIUI monogram (IIUI Green)	310 Nos.		
19	Whistle, Grade-A (Steel/ Plastic)	155 Nos.		
20	Lane yard for whistle (Black)	155 Nos.		
21	Cap (Barret) with embroidered IIUI monogram (Black)	155 Nos.		
22	Belt Ribbed (Black Army Standard)	155 Nos.		
23	Boot with laces, DMS Standard, Grade-A (Black)	155 Pairs		
24	Jacket, Cold Weather with Reflector "Security" (Black)	13 Nos.		
25	Rain Coat (Light Green)	155 Nos.		

26	Arms Traffic Sleeve (with embroidered IIUI monogram) (White with 3xRed ribbons 1" each space)	36 Pairs		
27	Arms Band (with embroidered IIUI monogram) (Red/Woolen)	36 Nos.		
28	Kamar Band (with embroidered IIUI monogram) (Red/Woolen)	36 Nos.		
29	Sash (Cross) (with embroidered IIUI monogram) (Red/Woolen)	36 Nos.		
30	Socks (Black/Woolen)	620 Pairs		
UNIFORMS ITEMS FOR SECURITY GUARDS (FEMALE)				
31	Gown/Abaya (Navy Blue)	46 Nos.		
32	Dupatta, Standard Size (Navy Blue)	46 Nos.		
33	Scarf, Standard Size (Navy Blue)	46 Nos.		
34	Name Plate plastic with Screw, detachable (White engraved with black back ground)	46 Nos.		
35	Rain Coat (Light Green)	23 No.		
36	Arms Band (with embroidered IIUI monogram) (Red/Woolen)	23 No.		
37	Sash (Cross) (with embroidered IIUI monogram) (Red/Woolen)	23 No.		
38	Shoes without laces, ladies (Black)	23 Pairs		
39	Socks, Ladies (Black, Nylon)	92 Pairs		

02. The Bidding Documents, containing detailed Terms & Conditions etc. can be downloaded from PPRA & IIUI websites.

03. The sealed bids, prepared in accordance with the instructions in the bidding documents, must reach on OR before **18-09-2023 up-till 10:30 A.M** at the following address:

Assistant Director-III (P&S)
Room No. 108, 2nd Floor, Admin Block, New Campus, Sector H-10
International Islamic University Islamabad

04. The Bids will be opened on **11:00 A.M** by the **Tender Opening Committee** as per above schedule/date & time in the Office of Deputy Director (P&S), Admin Block, Sector H-10 Campus, International Islamic University Islamabad in the presence of bidders/their representative(s) who may like to attend the bid opening.

05. The International Islamic University Islamabad reserves the right to accept or reject any or all bid(s) in terms of Rule-33 of Public Procurement Rules 2004.