

TENDER NOTICE

THE SHARIAH ACADEMY, INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD (IIUI) a Public Sector University invites sealed bids from the Original Manufacturer / Authorized Distributors (With Valid Authorization/Distribution Certificate)/ Suppliers, registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List (ATL) of the Federal Board of Revenue (FBR) for the following:

Sr. No	Items Description	Tender Fee (Non-Refundable)	Earnest Money (Refundable)
01	Furniture Items for Shariah Academy Guest House, IIUI (complete details given in BoQ)	Rs. 5,000/-	02% of the total value of the bid
02	Single and Double Mattress for Shariah Academy Guest House, IIUI (complete details given in BoQ)		

2. The Tenderers are required to quote/offer a **maximum discounted rate** on the retail price of the above-said tender and may access the Tender Documents containing detailed terms and conditions, specifications, etc., on the websites of IIUI and PPRA/EPADS (<https://eprocure.gov.pk>) only. Shariah Academy, International Islamic University, Islamabad, will follow the **Single Stage - One Envelope procedure as laid down by PPRA** rules.

3. The Tender Documents must be supported with a **Tender Fee** of Rs. 5000/-(non-refundable) and **Earnest Money** 2% of the total quoted amount (refundable) as shown in the above table in the shape of DD/PO/CDR in favor of Shariah Academy, International Islamic University, Islamabad.

4. The bids shall be prepared in accordance with the instructions in the bidding documents. The Tenderers must submit their bid(s) on PPRA, EPADS, and also in hard form in the office of the undersigned on or before the bid opening date and time. Any information regarding the procurement/technical issues may kindly be acquired from the following offices, please:

For any Tender Documents-related queries, please contact:	For any Technical queries; Please contact:
Hafiz Atiq ur Rehman Assistant Director (A&F) Shariah Academy, Phone No.: 051-9261030 Email: hafiz.atiq@iiu.edu.pk	Mr. Khaleeq Ahmed, Instructor, Woodwork, Phone No: +923339986414 Email: khaliq.ahmed.2877@iiu.edu.pk

5. The bids received on EPADS on or before Monday, September 08, 2025, at 10:30 A.M. will be opened by the Tender Opening Committee on the same day at 11:00 A.M. in the office of the undersigned in the presence of bidders/their representative(s) who may like to attend the bid opening. The Bidders are required to submit the Hard copies (along with the original DD/PO/CDR) of their Bids against the tender in the Office of the undersigned on or before the bid opening date/time.

6. The Shariah Academy, 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.

Hafiz Atiq ur Rehman
Assistant Director (A&F)
Shariah Academy, Room No. 40
Faisal Masjid Campus, IIU, Islamabad
Phone No.: 051-9261030

Subject: **TENDER DOCUMENTS FOR “FURNITURE ITEMS FOR SHARIAH ACADEMY GUEST HOUSE, IIUI (COMPLETE DETAIL GIVEN IN Bill of Quantity (BOQ)) “TERMS AND CONDITIONS”**

1. Any addition, deletion, or modification of any clause of the procurement terms & conditions of Shariah Academy, 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 the Active Taxpayers List (ATL) of FBR, are eligible to participate in the tender.
3. Documents along with CDR/Pay Order/Demand Draft amounting to Rs 5,000/- as a tender document Fee (Non-Refundable) shall be submitted in favor of Shariah Academy, IIUI, to the address given below. Part/Advance payments is not allowed.
5. The exact completion/delivery time from the date of the purchase/work order will be a maximum of 25 days. The handing over/completion time is critically important.
6. After the opening of bids, Shariah Academy, IIUI, will examine the bids for completeness as per the tender document.
7. Purchase order will be awarded to the technically recommended and lowest evaluated bidder who meets the technical specifications on the basis of item-wise/subtotal-wise / grand total-wise according to the nature of BoQs/Compatibility requirements.
8. Payment Terms: Payment will be made after the successful delivery of the items, installation at the respective places, and inspection by the Inspection Committee.
9. The bidder is required to furnish two separate drafts, in the form of “CDR” @2% as earnest money & other is for Performance Warranty @10% of the total cost of the bid in favour of Shariah Academy, IIUI. The Earnest Money/Bid Security of the successful bidder(s) will be released upon the receipt of the Performance Warranty CDR in favor of Shariah Academy Own Sources, Account No: 50067900427851. (HBL)
10. Performance Warranty @ 10% of the total value of the supply order shall be retained by the Shariah Academy, IIUI, and 50% of the Performance Warranty shall be released upon successful delivery of items, while the remaining 50% be retained until completion of the warranty period. (including free maintenance and support) of the goods/services/works.
11. Shariah Academy, IIUI, will follow the **Single Stage – One Envelope** procedure as laid down by the PPRA rules.
12. Bidders cannot challenge the findings of the evaluation or ask for reasons of disqualification.
13. The bid should be submitted in a sealed envelope up to 08-09-2025 (Monday) on or before 10:30 a.m., and the proposals (Financial) will be opened on the same date at 11:00 a.m. in the presence of available bidders.
14. The envelope containing (Financial proposal) should be marked as under: Assistant Director (A&F) Shariah Academy, Room No. 142, Faisal Masjid Campus IIUI (Tel: 051-9261030)
15. The envelope shall also bear the word “CONFIDENTIAL” and the following identification quotation for “FURNITURE ITEMS FOR SHARIAH ACADEMY GUEST HOUSE, IIUI”.
16. If the vendor fails to deliver the goods/items to Shariah Academy, IIUI, within a given time, then the penalty will be imposed/charged as under:
 - a) Late Delivery Charges will be charged @ 02% per month of the total Purchase Order value and up to the maximum limit of 10%; LD Charges will be deducted from the invoice of the firm concerned.
 - b) If the vendor fails to deliver the goods/items during the delivery time or extended time period (if allowed) then the purchase/work order may be cancelled, Earnest Money will be forfeited, and the Shariah Academy, IIUI, also reserves the right to blacklist the defaulter as per PPRA rules.
17. If the delivered goods/items 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 the requirements mentioned in our BoQs with no cost liability to be paid by the Shariah Academy, IIUI. The

purchase/work order will be cancelled after the due date with confiscation of earnest money, AND the bidder will bear all costs and expenses thereof.

18. All prices should be quoted on a FOR Basis (inclusive of all applicable taxes).

19. All prices should be valid for at least 90 days (extendable by another 90 days), withdrawal or any modification of the original offer within the validity period shall entitle Shariah Academy, IIUI to forfeit the earnest money in favor of the Shariah Academy, IIUI and/or put a ban on such vendor participation in Shariah Academy, IIUI tenders/works.

20. It is the sole responsibility of the bidder/agent/supplier/manufacture to comply with the applicable laws, be national or international (if any).

21. In case of any dispute, the decision of the Grievance Redressal Committee (GRC) will be final and binding upon the parties.

22. The Shariah Academy, IIUI, reserves the right to modify or drop the quantities of goods/item(s) at any time before the award of purchase/work order according to the budget position.

23. The Technical Inspection Committee of SA shall have the right to visit the site from time to time to inspect and ensure the quality of work. Such visits shall not be considered objectionable by the bidder."

24. Shariah Academy, IIUI reserves the right to accept or reject the bid if;

- i. The bid 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. The offer is made by the unauthorized agent/supplier/service provider of the original equipment manufacturer.
- vi. The offer is from a firm that is blacklisted by any Govt. Office.
- vii. All outstation vendors (if interested) may send duly filled tender documents through a courier service or registered mail, before the expiry date.
- viii. Any unsigned/ambiguous erasing, cutting/overwriting, etc., is made.
- ix. The company profile, client list, and details of similar projects/works is not attached.

25. The bidder should furnish a CERTIFICATE on judicial STAMP PAPER worth Rs 100 as worded below in token of acceptance of all the terms and conditions of the tender documents. Otherwise, the tender will not be considered under any circumstances.

I / We

• **Company / Vendor Name:** _____

• **Postal Address:** _____

• **Tel. No:** _____ **Mob No.** _____

• **NTN# :** _____ **GST#:** _____

The undersigned certify that our above-named Firm/Company is not blacklisted by any Govt. Office and the terms & conditions as contained in this document, viz "Terms and Conditions" are accepted unconditionally, and in the event of selection of my/our bid, the agreement will be entered into.

Sign & Stamp

Note:

1. Please quote the rates on our BoQs and clearly mention the quoted item(s) Make / Model / Country of Origin and Guarantee/Warranty; otherwise, your bid/items may lead to rejection.
2. The quoted item(s) should be of the same specs, make/model or their equivalent.
3. In Addition to filling in the attached BoQs, supporting literature of the quoted model must be attached for verification & technical evaluation of the required specification by the bid evaluation committee. In case of any clash found between the quoted model and the literature model, the item/bid may be rejected.
4. Please also attach the Certificate supporting being an Active Taxpayer as per the requirement of FBR.

SPECIFICATIONS OF FURNITURE ITEMS

Sr. No.	NAME OF THE ITEM AND SPECIFICATIONS	QTY
01	<p>01. Dining Table</p> <p>General Dimensions:</p> <ul style="list-style-type: none"> Length: 72 inches (08Nos) Width: 48 inches Height: 30 inches – standard dining height <p>02. Dining Table</p> <ul style="list-style-type: none"> Length: 48 inches (4Nos) Width: 48 inches <p>03. Buffet Table</p> <ul style="list-style-type: none"> Length: 288 inches (01No.) Width: 30 inches Height: 30 inches – standard dining height <p>Material:</p> <p>Top Surface: Tactile Sheet (cost-effective option), water-resistant, and scratch-resistant</p> <ul style="list-style-type: none"> Color: Natural Sheesham, Walnut Brown, or Dark Teak <p>Legs & Frame:</p> <ul style="list-style-type: none"> Solid Sheesham wood, Quality No. 1 without white border <p>Edges: 1 inch thick half round edge</p> <p>Design:</p> <ul style="list-style-type: none"> Shape: Rectangular (standard) Leg Design Options: <ul style="list-style-type: none"> 4 sturdy straight legs at corners (classic) Central pedestal base (for premium models) <p>Durability:</p> <ul style="list-style-type: none"> Load capacity: 120–150 kg (uniform distribution) Termite-resistant, seasoned, kiln-dried wood Strong leg joinery – dowel or tenon joints <p>Optional Add-ons:</p> <ul style="list-style-type: none"> Matching Dining Chairs (wooden with upholstered seats) Rubber foot pads to protect the floor Bidders must submit samples for approval 	<p>08</p> <p>04</p> <p>01</p>
02	<p>Dining Chair</p> <p>Dimensions (Standard):</p> <ul style="list-style-type: none"> Total Height: 36 inches Seat Height (from floor): 18 inches Seat Width: 20 inches Seat Depth: 18 inches Foam 2 inch (Master-1st quality) Backrest Height (from seat): 20 inches Frame: Solid Seasoned Sheesham wood (Quality No.1 without white boarder) 	60

	<ul style="list-style-type: none"> ● Seat Base and backrest: Solid wood frame with high-density Master-1st Quality foam padding upholstered in premium fabric/Jute (as per sample/design available with Academy) ● Option: Upholstered backrest with matching Jute cushioning <p>Design & Style:</p> <ul style="list-style-type: none"> ● Type: Formal dining-style chair with straight or slightly curved back <p>Finish:</p> <ul style="list-style-type: none"> ● Natural Sheesham, walnut, or teak polish ● PU lacquer or melamine coat for protection (where required) ● Edges: Smooth, rounded wood edges ● Look: Elegant and executive — matches wooden table aesthetics <p>Armrests: Without arm support</p> <ul style="list-style-type: none"> ● Non-slip Foot Caps: Rubber or felt pads to protect the floor and prevent noise <p>Durability:</p> <ul style="list-style-type: none"> ● Load capacity: 120 kg (minimum) ● Termite- and moisture-resistant seasoned wood ● Jointing: Mortise and tenon or screw-and-glue for a strong frame ● Bidders must submit samples for approval 	
03	<p>Center Table (for room)</p> <p>Standard Rectangle:</p> <ul style="list-style-type: none"> ○ Length: 36 inches ○ Width: 22 inches ○ Height: 16 inches <p>Material:</p> <ul style="list-style-type: none"> ● Top Surface: Tempered glass top (clear, 8mm thickness) with proper beveling ● Frame & Legs: Solid Sheesham wood, Quality No.1 without white border ● Shape: Rectangular ● Style: <ul style="list-style-type: none"> ○ Simple and clean lines ○ Option for traditional carving or modern minimalist design ● Finish: <ul style="list-style-type: none"> ○ PU Lacquer / Melamine (water- and scratch-resistant) ○ Color: Natural Sheesham, Dark Walnut, or Teak tone ● Edges: Smooth, rounded or slightly beveled ● Lower Shelf <ul style="list-style-type: none"> ○ Storage for books, magazines, etc. ○ Open slatted or solid shelf, placed 6–8 inches below the tabletop ● Feet: Rubber pads to prevent scratches on the flooring ● Weight Capacity: 50–60 kg ● Bidders must submit samples for approval 	36

S.No	NAME OF THE ITEM AND SPECIFICATIONS	Quantity
04	<p>Item: Single Sofa Chair</p> <p>Quantity: 64 Nos.</p> <p>Specifications:</p> <ul style="list-style-type: none"> ● Type: Single-seater cushioned sofa chair 	64

	<ul style="list-style-type: none"> Structure Frame: Solid seasoned wood only Sheesham/Keekar (black) Hardwood – termite-resistant) Upholstery: Jute cloth (heavy-duty textured fabric); Neutral colors (Beige, Grey, Dark Brown, etc.) Cushioning: High-density Master 1st quality foam seat and backrest Legs/Base: Wooden legs with non-slip rubber shoes or caps Fixed Dimensions: <ul style="list-style-type: none"> - Total Height: 32 inches - Width: 20 x20 inches - Seat Height: 16 inches Design: Formal, elegant, and suitable for placement around a central table; Should match guest room decor Durability: Designed for long-term institutional use (minimum 3 years) Warranty: Minimum 10 Year foam (Repair/Replacement) 	
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S. No.	NAME OF THE ITEM AND SPECIFICATIONS	Quantity
05	<p>Item: Wooden Study Table with Two Drawers</p> <ul style="list-style-type: none"> Quantity: 36 <p>Specifications:</p> <ul style="list-style-type: none"> Material: Solid seasoned wood only (Keekar– termite-resistant) Top Surface: tactile sheet Drawers: Two lockable drawers on one side; high-quality telescopic ball-bearing channels, ensuring noiseless and long-lasting operation Dimensions: <ul style="list-style-type: none"> - Length: 36 inches - Width: 24 inches - Height: 30 inches Legs/Base seasoned sheesham: Wooden legs with anti-scratch pads or shoes with lacquer or melamine polish (glossy finish) Color: Natural wood tone or light brown preferred Table legs fitted with durable non-slip PVC/rubber leg caps to prevent floor damage and ensure stability. Design: As per a sample/design available with the Academy. Warranty: Minimum 10 Year (Repair/Replacement) 	36

S. No.	NAME OF THE ITEM AND SPECIFICATIONS	Quantity
06	<p>Item: Wooden Study Chair</p> <p>Quantity: 36</p> <p>Specifications:</p> <p>Material: Solid seasoned wood only (Sheesham – termite-resistant)</p> <p>Seat Base and backrest: Solid wood frame with high-density Master-1st Quality foam padding upholstered in premium fabric/Jute. slightly contoured wooden seat with smooth finish.</p> <p>Armrests: With armrests (as per design requirement)</p> <p>Dimensions (Approximate):</p> <ul style="list-style-type: none"> - Seat Height: 18 inches 	36

	<ul style="list-style-type: none"> - Total Height: 32 inches - Width: 18x18 inches <p>Legs/Base (Sheesham): Four-legged design with anti-slip rubber shoes, finish with Lacquer or melamine polish (semi-gloss or matte)</p> <p>Design: Simple, formal design suitable for pairing with study tables as per the sample</p> <p>Warranty: Minimum 10 Year (Repair/Replacement)</p>	
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07- Supply of Wooden Beds with side Rack (Seasoned Sheesham)

S. No.	Description	Quantity
01	Single and Double Wooden Beds (with two side tables with 2 drawers each) (Seasoned Sheesham Wood Quality No. 1)	Single Bed – 38 Units, Double Bed – 10 Units

Specification for Single Bed (with two side table with 2 drawers)

S. No.	Description	Specification
1	Type	Single bed
2	Wood	Seasoned black Sheesham – termite and moisture resistant (Quality No.1 without white border)
3	Overall Size	78" (L) x 36" (W) x 13" (H) without mattress
4	Finishing & polishing	Matte or semi-gloss lacquer finish (natural Sheesham grain visible). Non-toxic polish with smooth edges
5	Side Rail (Larr)	Both sides 6 inch Side Rail (solid shasham wood lar)
6	Bed Bottom	Vin board ¾ inch thickness, middle rail steal (iron) 4 inch support panel
7	Head and Foot Board	With tactile sheet (as per sample available at Academy)
8	Iron Clump	5-inch minim
9	Load Capacity	Minimum 120 kg
10	Warranty	Minimum 10 Year (Repair/Replacement)
11	Sample	Bidders must submit samples for approval

Specification for Double Bed (with side table with 2 drawers)

S. No.	Description	Specification
1	Type	Double bed (with two side table with 2 drawers each)
2	Wood	Seasoned Sheesham – termite and moisture resistant (Quality No.1 without white border)
3	Overall Size	78" (L) x 72" (W) x 13" (H) without mattress
4	Finishing & polishing	Matte or semi-gloss lacquer finish (natural Sheesham grain visible). Non-toxic polish with smooth edges
7	Bed Base (frame)	full wooden panel
8	Head &Foot Board	With tactile sheet/sheesham plywood
9	Iron clamp	5inch minim
10	Side Rail (Lar)	Both sides 6 inch Side Rail (solid shasham wood lar)
11	Load Capacity	Minimum 200 kg
12	Warranty	Minimum 10 Year (Repair/Replacement)
13	Sample	Bidders must submit samples for approval

Additional Note

- All wood must be fully seasoned and chemically treated for termites.
- Drawer finishing should be smooth from the inside and outside.
- Bidders must submit wood samples and polished finishes with the bid.

- Transportation, delivery, and placement in rooms are included in the scope.
- Partial or conditional bids will not be accepted.

8- Mattresses

Tender Title	Supply of Mattresses with Lifetime Guarantee
Description	Single and Double Mattresses – 5 Inch Thick with Lifetime Guarantee
Quantity	Single Mattress – 50 Units, Double Mattress – 10 Units

Specification for a Single Mattress

S. No.	Description	Specification
1	Type	Single-size mattress – high-density foam (Master Molty foam, Quality-1)
2	Size	78" (L) x 36" (W) x 5" (H)
3	Foam Density	Minimum 40 density (high resilience foam)
4	Thickness	5 inches (± 0.5 inch)
5	Covering	Premium quilted fabric – hypoallergenic, breathable
6	Durability	Sag-resistant and long-term shape retention
7	Guarantee	Lifetime guarantee against sagging and defects
9	Edge Support	Reinforced edge walls for durability
10	Certifications	ISO certified manufacturer

Specification for Double Mattress

S. No.	Description	Specification
1	Type	Double size mattress – high-density foam (Master Molty foam, Quality-1)
2	Size	78" (L) x 72" (W) x 5" (H)
3	Foam Density	Minimum 40 density (high resilience foam)
4	Thickness	5 inches (± 0.5 inch)
5	Covering	Premium quilted fabric – hypoallergenic, breathable
6	Durability	Sag-resistant and long-term shape retention
7	Guarantee	Lifetime guarantee against sagging and defects
8	Comfort Level	Medium-firm for orthopedic and all-season use
9	Edge Support	Reinforced edge walls for durability
10	Certifications	ISO certified manufacturer

Additional Notes

- The manufacturer must provide a lifetime guarantee certificate with each unit.
- Fabric and foam samples must be submitted with the bid.
- Bidders must provide proof of ISO certification and previous institutional supplies.
- Delivery and placement in rooms included in scope.
- Partial or conditional bids will not be accepted.

- Tender documents can be downloaded from www.ppra.org.pk and www.iiu.edu.pk. Tender fee of Rs.5,000/- (Rupees five thousand only) (Non-refundable) will be deposited along with the bid/tender in the shape of a Call Deposit/Bank Draft in favour of Shariah Academy, IIUI.

Terms & Conditions: -

- The firm should attach earnest money of i.e., 2% of the total value of tender (refundable), in the shape of a Call Deposit/Bank Draft in the name of Shariah Academy, IIUI

- ii. The tender must reach the undersigned on or before **08.09.2025 at 11:00 a.m.**, which will be opened on the same day at **11:30 a.m.** in the presence of the bidders/their representatives who may like to attend the opening ceremony.
 - iii. The GST Registration No. issued by the Sales Tax Department must be mentioned in the bid; otherwise, the tender shall not be considered.
 - iv. Price quoted must be written in words and figures, inclusive of General Sales Tax.
 - v. Tenders without the required earnest money or for a lesser amount will be rejected as non-responsive.
 - vi. The Shariah Academy has the right to select either or all of the items from a single contractor on the basis of its requirement.
 - vii. Quotation rate will be applicable for a period of 03 months from the date of its publication on the websites.
 - viii. Tender Document can be obtained from the Establishment Section, Room No.40, Shariah Academy, Faisal Masjid Campus, Islamabad, from 09.00 am to 03.00 pm from Monday to Friday by depositing the Tender Fee of Rs. 5,000 through a challan form or through Pay Order in favor of Shariah Academy, Islamabad.
 - ix. Bidders must submit bid after reviewing the samples/design, which is available with the Academy or may request for that.
 - x. The bidders must submit the sample to be reviewed within a **3 days** after issuance of the supply order for Academy's approval.
2. The Shariah Academy, International Islamic University reserves the right to accept or reject any/all bid(s) /tender (s) in terms of Section 33 of Public Procurement Rules, 2004.



(Hafiz Atiq ur Rehman)
Assistant Director (A&F)
Shariah Academy,
Faisal Masjid Campus, Islamabad
051-9261030