

TENDER NOTICE

The International Islamic University, Islamabad invites sealed tenders from reputed and well-established contractors having experience in the relevant field and registered with **Valid PEC Registration Category (C-6) with specialization code (ME-01) HVAC** for the following jobs.

S. No	Description of Work	Tender Fee (Non-Refundable)	Earnest Money (Refundable)
1.	Providing and Fixing PVC fills of Cooling Towers of HVAC System at Central Library at Sector H-10 Campus.	Rs: 5000/-	2% of the total value of the bid

The Tenderers may access the Tender Documents containing detailed terms and conditions, Specifications, etc. on **PPRA-EPADS** (<https://eprocure.gov.pk>).

The Tender Documents must be supported with a **Tender Fee** (non-refundable) and **Earnest Money** (refundable) as shown in the above table in the shape of CDR in favor of International Islamic University, Islamabad.

The bids shall be prepared in accordance with the instructions in the bidding documents. The Tenderers must submit their bids on **PPRA EPADS** only on or before the bid closing date and time. The tenderers should also submit **hard copies of their bids in the office of the undersigned** on or before the bid closing date and time. Any information regarding the above job may kindly be acquired from **Engr. Sajjad Ahmad, Deputy Director (HVAC) on 051-9019933**.

The bids received on EPADS on or before **Thursday, January, 22, 2026, 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 **[Office # 121, Admin Block, IIU Sector H -10 Campus, Islamabad]** in the presence of bidders/their representative(s) who may like to attend the bid opening.

The Bidders are required to submit the **original CDR for Tender Fee & Earnest Money** and Hard copies of their Bids along with copies of valid PEC registration with specialization code **(ME-01) HVAC**, Income tax certificate, any Government/Semi Government Department, an undertaking that the firm is not black listed or having no litigation with any department/client otherwise their bids will treated as cancelled.

The tenders shall remain valid for three (03) calendar months (90 Days) after the date of opening of the tender. The University reserves the right reject any/all the tenders as per PPRA Rule 33.

Engr. Syed Asif Kamal
Additional Director (Electrical & Mechanical)
International Islamic University Islamabad
Phone: (051) 9019243

INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD

TENDER DOCUMENT

FOR

**Supply, Installation, Testing and Commissioning
of PVC Fills for cooling Towers of HVAC System
installed at Central Library IIU at Sector H-10
Campus, Islamabad**



Mailing Address: Additional Director (Electrical & Mechanical),
International Islamic University, Office # 121, Administration Building,
Sector H-10 Islamabad – 44000
Tel 051-9019243, 051-9019244
IIU <https://www.iiu.edu.pk>
PPRA <https://www.ppra.org.pk>
EPADS <https://eprocure.gov.pk>

ADDITIONAL DIRECTOR (ELECTRICAL & MECHANICAL)

1. SCOPE OF TENDER	<p>The International Islamic University, Islamabad (hereinafter called the Employer) wishes to receive the tenders for Supply, Installation, Testing and Commissioning of PVC Fills for cooling Towers of HVAC System installed at Central Library IIU at Sector H-10 Campus, Islamabad.</p> <p>Bill of quantities on item rate basis is attached herewith. The rates will include all labor, material, scaffolding, tools, equipment and plant and all types of taxes as in terms & conditions of the tender documents.</p> <p>Tenderers must quote for the complete scope of work. Any tender covering partial scope of work will be rejected as non-responsive.</p>
2. SUFFICIENCY OF TENDER	<p>Each tenderer shall satisfy himself before tendering as to the correctness and sufficiency of his tender and of the rates and the prices entered in the Price Schedule (Bill of Quantities), which rates and prices shall expect in so far as it is otherwise expressly provided in the contract, cover all his obligations under the contract and all matters and things necessary for the proper completion of the Works.</p> <p>The tenderer is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the tender and entering into a contract for execution of the works.</p> <p>The rates may be quoted after visiting the site and thoroughly understanding nature and type of the job.</p>
3. TENDER SECURITY	<p>Each tenderer shall furnish, as part of his tender, an earnest money in the amount equal to 2% of the bid cost as tender security in the shape of Bank draft or Pay order in favor of International Islamic University, Islamabad. Separate Security for each case shall be submitted.</p> <p>Any tender not accompanied by acceptable tender security shall be rejected by the employer as non-responsive.</p> <p>The tender security may be forfeited:</p> <ul style="list-style-type: none"> • If a tenderer withdraws his tender during the period of tender validity. • In case of successful tenderer fails to sign the contract agreement after award of work. • If a tenderer does not accept the corrections of his tender price made due to calculation error in his bid. <p>The tender securities of the unsuccessful bidders will be returned upon award of contract to the successful tenderer or on expiry of validity of tender, whichever is earlier.</p> <p>The tender security of successful bidder shall be adjusted against retention money after execution of work.</p>
4. VALIDITY OF TENDERS	<p>The tenders shall remain valid for the period of Three Calendar Months (90 Days) after the date of tender opening.</p>
5. COMPLETION PERIOD	<p>The work has to be completed within (60) days from the commencement date.</p>
6. LAST DATE FOR SUBMISSION OF TENDER	<p>The tenderers shall submit their bids on EPADS on or before Thursday, January 22, 2026 at 10:30 AM and Hard Copies of the bid along with Original CDR (Refundable) and Tender Fee (Non-Refundable) in the office of the Additional Director (E&M), Office # 121, Admin Block, IIU Sector H -10 Campus, Islamabad which will be opened on the same day at 11:00 AM in the presence of all prospective bidders, or their representative who choose to be present on the occasion.</p>

7. MAINTENANCE PERIOD / REMEDYING DEFECTS	The maintenance period shall be <u>One Year</u> after the date of completion. The employer may at any time prior to the expiry of this period notify the contractor of any defects. The contractor shall remedy at no cost to the employer any defects due to contractor's material, method, plant or workmanship not in accordance with the contract. Failure to remedy any such defects or complete outstanding work within a reasonable time shall entitle the employer to carry out all necessary works at the contractor's cost.
8. DATE OF COMMENCEMENT	The date of start will be reckoned after <u>15 (Fifteen) Days</u> from issuance of Work Order/Acceptance Letter.
9. LIQUIDATED DAMAGES FOR LATE COMPLETION	If the contractor fails to complete the works within the time of completion, the contractor's only liability to the employer for such failure shall be to pay the amount at the rate of <u>Rs: 5,000/- per day</u> or part thereof as liquidated damages which will be imposed up to maximum limit of 2% of the contract value.
10. PAYMENTS	This is an item rate contract. The contractor may claim running payments of the item of work done after satisfactory completion of his work but not less than worth of <u>Rs. 1,000,000/-</u> .
11. SECURITY DEPOSIT/ RETENTION MONEY	Retention Money equal to <u>5 %</u> of work done from each Running and/or Final payment will be deducted by the Employer. Retention shall be released by the employer to the contractor within <u>14 days</u> after either expiry of the maintenance period and/or the remedying of notified defects and/or the completion of outstanding work(s), whichever is later.
12. STORES	No Store, T & P etc. shall be issued by the Employer to the contractor.
13. MOBILIZATION ADVANCE	NOT APPLICABLE
14. SECURED ADVANCE	NOT APPLICABLE
15. ESCALATION	No Escalation will be paid on any of the Material, Labor and POL etc.
16. SUBLETTING	The contractor shall not sublet the whole of the work. However, if it is deemed necessary to do so, the part of the work(s) will be allowed for subletting subject to the prior approval of the Engineer, but the contractor shall be sole responsible for acts, defects, defaults, payments etc. against whole of the work(s).
17. EXTENSION IN COMPLETION PERIOD	<p>The contractor shall notify the Engineer/Employer in writing as soon as he is aware of any circumstances which may delay or disrupt the work, or which may give rise to a claim for additional payment.</p> <p>To the extent that the contractor's failure to notify the Engineer being unable to keep all relevant records or not taking steps to minimize any delay, disruption, or cost, or the value of any variation, the contractor's entitlement to extension to the time for completion or additional payment shall be reduced/rejected.</p> <p>The contractor shall be entitled to an extension to the time for completion if he is or will be delayed by any of the Employer risks subject to the contractor's notification of intention without unreasonable delay.</p> <p>On receipt of an application from contractor, the Engineer/Employer shall consider all supporting details provided by the contractor and the Employer may extend the time period for completion as appropriate.</p>
18. EXTRA ITEMS	This is an item rate contract and any increase or decrease in quantities shall not invalidate the contract and same rates shall remain binding upon the contractor; however total cost of the contract should not increase more than

	15%. Extra items will only be allowed and/or to be executed after obtaining its formal written approval from the Director (Works). The payment for extra items if any will be made on the current market rates. The % age of overheads & profit to be allowed in such cases shall be 25%. For calculating the variation, the current rates of labour and material shall be used for prevailing market rates and no escalation on account of material or labour wages shall be allowed on such items.
19. DISPUTES	In case of any dispute between the Employer and the Contractor the dispute shall be settled as per provisions of Arbitration Act 1940 (Act No. X of 1940) The place of arbitration shall be in Islamabad. The matter shall first be referred to the President, IIUI, <i>the decision of the President, IIUI will be considered as Final and Binding on both parties.</i>
20. SAMPLES	Approval of samples of all the material as desired by the Engineer-in-charge shall be obtained before bringing such material at site.
21. EARLY WARNING	The contractor shall notify the Engineer/ Employer in writing as soon as he is aware of any circumstances which may delay or disrupt the Works, or which may give rise to a claim for additional cost. To the extent that the Contractor's failure to notify results to the Engineer/Employer being unable to keep all relevant records or not taking steps to minimize any delay, disruption, or cost, or the value of any variation the contractor's entitlement to extension to the time for completion or additional payment shall be reduced/rejected.
22. CONTRACTOR'S OBLIGATION	The contractor shall execute the whole and every part of the work in the most substantial and professional manner. Both as regards materials and otherwise in every respect in strict accordance with the specifications, design, drawings and as directed by the Engineer-in-charge in best professional manner. Acceptance of any part of work will not relieve him from his obligation to execute the work and perform his duty according to specifications, best professional and moral ethics as per contract. Before execution of any activity inform to employer in writing and got a written approval by the employer for execution of work, otherwise no payment made against the said item. Said approval attached with the bill. Material test report, sample etc., cost bear by the contractor.
23. QUANTITIES	Quantities given in the bill of quantities are estimated and provisional and are given to provide common basis for bidding. The basis of the payment will be actual quantity of work executed and measure by the contractor and verified by the Engineer and valued at the rate and price entered in the priced Bill of quantities, where applicable, and otherwise at such rate and price as the Engineer may be fix as per contract.
24. VARIATION (ALTERATIONS, ADDITIONS AND OMISSIONS)	The Engineer shall make any variation of the form, quality or quantity of the work or any part thereof that may, in his opinion, be necessary and for that purpose, or if for any reason it shall, in his opinion, be appropriate, he shall have the authority to instruct the Contractor to do and the Contractor shall do any of the following: Increase or decrease the quantity of any work included in the contract. Omit any such work, item or quantity. Change the character or quality or kind of any such work.

	<p>Change the levels, lines, position and dimensions of any part of the work. Execute additional work of any kind necessary for the completion of the work, or.</p> <p>Change any specified sequence or timing of construction of any part of the work.</p>
25. GENERAL	The bidder must sign each page of the Tender Documents before submission of the bid. He may as well visit the site before submission of bid.
26. TAXES	All taxes will be applicable as per prevailing govt. rules.
27. SPECIAL INSTRUCTIONS	<p>All the bidders strictly follow the technical specification / requirement specially the dimensions as stipulated in tender documents.</p> <p>The bidders must attached supporting documents Leaflets & Catalogs of offered/installed PVC fills only.</p> <p>The bidders must submit the certificate of their key principal as their authorized representative in Pakistan.</p> <p>The bidder must submit list of similar PVC fill already installed & commissioned in Pakistan with complete mailing address, contact person of clients.</p> <p>The bidder may also submit the satisfactory certificate of their clients for the successful operation & back up provided if available.</p> <p>All materials must be approved by the Engineer In-Charge before use</p>
	<p>All bidders should first visit the site in order to fully understand and to know exact nature, type and quantum of work.</p> <p>Rate quoted should be inclusive of all Govt. Taxes and should be valid for a period of at least three months.</p> <p>The work shall be carried out strictly in accordance with the BOQ.</p> <p>Period for completion of work will be 60 days from the date of issue of Work Order.</p> <p>Bids will be accepted only, for the specifications given in the BOQ.</p> <p>Sample of PVC fill may also be provided before submitting the bids.</p> <p>In case of any dispute, the decision of the International Islamic University will be final and binding on you.</p>

NAME AND SEAL OF THE BIDDER

NAME AND SIGNATURE OF THE AUTHORIZED REPRESENTATIVE

International Islamic University, Islamabad
Office of the Additional Director (Electrical & Mechanical)

BILL OF QUANTITIES

**Supply Installation Testing & Commissioning of:
 PVC Fills in Cooling Towers (Make Shinwa, Japan)**

Location: Central Library – IIUI
No. of Cells: Two (02) – Induced Draft Cooling Towers
Central Library, International Islamic University, Sector H-10
Campus, Islamabad

S. No.	Item Description	Unit	QTY	Rate	Amount
01	<p>Supply, fabrication, and installation of imported PVC fill bundles conforming to OEM standards and matching existing sample size.</p> <p>Thickness: 350–400 microns (0.35–0.40 mm)</p> <p>Size: 38" × 37" (as per existing)</p> <p>QTY:1400</p> <p>Material: High-quality PVC, high thermal performance, and water distribution efficiency</p> <p>Profile: Corrugated/Structured type</p> <p>Proper bonding using PVC-compatible adhesive, securely fixed with all required hardware, supports, and fixtures.</p> <p>PVC adhesive, supports, fasteners and full alignment — for both cells.</p>	Set	02		
02	<p>Careful dismantling and removal of all existing/damaged PVC fills.</p> <p>Disposal of old/damaged material as per applicable environmental regulations.</p>	Job	01		
03	<p>Replacement of any damaged or missing components, including:</p> <p>Nozzles</p> <p>Different sizes of valves (3/4", 1/2", 1", 1-1/2", 2")</p> <p>Fill support grids or hardware</p> <p>Fixing clamps, spacers, or trays (if required)</p>	Job	01		
04	<p>Refitting of existing louvers or provision of new ones if damaged or missing.</p> <p>Minor structural modifications (if required) for compatibility with new fill material, subject to prior approval of the Engineer In-Charge.</p>	Job	01		

05	Use of high-strength PVC-compatible adhesive for bonding fill joints. All joints to be leak-proof, structurally sound, and resistant to thermal and water stress. Includes supply of all consumables, brushes, and tools required.	Job	01		
06	Application of two (02) coats of weatherproof epoxy paint over internal surfaces of the fill chamber and adjoining areas exposed to water flow. Epoxy paint must be resistant to weathering, UV exposure, and chemical degradation. Special attention to areas with water flow marks and wear patterns.	Job	01		
07	Identification, cleaning, surface preparation, sealing of leaks, cracks, and joints. Descaling shall be carried out using approved descaling chemicals suitable for condenser valves and lines, ensuring no corrosion or pitting Using epoxy putty, fiberglass reinforcement or waterproof sealant (as suitable); includes testing and touch-up painting.	Job	01		
08	Chemical cleaning, flushing, and removal of scale/deposits from condenser isolation valves and associated piping to restore full water flow and operational efficiency. Includes surface treatment and leak checks. Leak repairing includes surface preparation, sealing of cracks or joints, and epoxy coating	Job	01		
09.	Final inspection and certification of completion by the Engineer In-Charge.	Job	01		

	System testing for proper water flow, structural stability, and performance efficiency.				
10.	Safety, Scaffolding, Tools, Manpower & Miscellaneous (mobilization/demobilization, site supervision, PPE, temporary works).	Job	01		
Total without GST, Rs.					
GST @ 18%, Rs.					
Total with GST, Rs.					

NAME AND SEAL OF THE BIDDER

NAME AND SIGNATURE OF THE AUTHORIZED REPRESENTATIVE
