

TENDER NOTICE

INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD (IIUI) invites sealed bids from the *original manufacturers / authorized distributors (with valid authorization / distribution certificate) / suppliers* registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue for supply of "Lab Equipment for Department of Physics (male)" IIU.

2. Bidding documents, containing detailed terms and conditions, etc. are available at Room No. 213, 2nd Floor, Administration Block, Sector H-10, New Campus International Islamic University, Islamabad. Bidding documents can also be downloaded from www.iiu.edu.pk and www.ppra.org.pk. Price of the bidding documents is **Rs. 1,000/- (Non-refundable)** in shape of Pay Order/Call Deposit/Bank Draft in favour of IIUI

TENDER NOTICE

3. The bids, prepared in accordance with the instructions in the bidding documents, must reach on or before **31-10-2018 up-till 10:30 a.m** at Room No. 213, 2nd Floor, Administration Block, Sector H-10, New Campus IIUI. Bids will be opened on the same day i.e **31-10-2018 at 11:00 a.m** in the presence of the bidders/their representatives who may like to attend the opening ceremony.

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

Javaid Rabbani,
Deputy Director(P&S)
Ph:9019255

INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD

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

Tel: 051-9019255 Fax: 051-9258073

Tender No. IIUI-_____

Sub: TENDER DOCUMENT FOR PURCHASE OF LAB EQUIPMENT FOR "DEPARTMENT OF PHYSICS (MALE)"

"TERMS AND CONDITIONS"

[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may lead to rejection]

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 / Demand Draft / Cash Receipt issued by Finance Department of IIUI amounting to Rs. 1,000/- as a tender document fee (Non-Refundable) shall be submitted in favor of International Islamic University, Islamabad, to the address given below. (See No. 13)
4. The exact completion/delivery time from the date of the purchase / work order will be 30 days. The handing over / completion time is of critical importance.
5. The bid proposal(s) should be inclusive of:
 - i. All FREIGHT and PACKAGING CHARGES (Items deliverable at Islamabad Airport/Dry Port on "CPT/CFR Basis as per BoQs Format)
 - ii. All Taxes, if prices are quoted on "FOR Basis" as per BoQs Format (Items deliverable (Free of Cost) to International Islamic University, New Campus, Sector H-10 Islamabad)
5. The Payment Terms will be:
 - i. For the CPT/CFR quoted items; payment will be made through irrevocable L.C (90:10 Model) in favor of Manufacturer. Where, 90% under the said model will be released upon receipt of shipment and delivery documents. Remaining 10% will be made / released after successful inspection of the equipment at International Islamic University Islamabad.
 - ii. For the FOR quoted items; 100% payment will be made after supply and successful inspection of the ordered equipment(s) Signature & Stamp of Bidder at International Islamic University Islamabad.
7. For the CPT/CFR quoted items; shipment(s) will be cleared by the International Islamic University, Islamabad from Custom Authorities.
8. After opening of bids, International Islamic University Islamabad will examine the bids for completeness as per tender document's Terms & Conditions AND Technical Specifications, (As per BoQ)
9. 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.

Signature & Stamp of Bidder

Page 2

10. Procedure of open competitive bidding shall be: Single Stage One Envelope procedure

11. Bidders cannot challenge the finding(s) of the Evaluation Committee or ask for reason of disqualification.

12. The bid should be submitted in a sealed envelope up to the specified deadlines for the items for **"Department of Physics (male)"** (i.e **October 31, 2018**) 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 or their representatives who may like to attend the bid opening

13. The envelope should be marked as under;

Mr. Javaid Rabbani

Dy. Director (P&S)

Room No. 213, 2nd Floor, Admin Block, New Campus, Sector H-10

International Islamic University Islamabad.

Tel: 051-9019255

14. The envelope shall also bear the word **"CONFIDENTIAL"** and following identification quotation for:
"Department of Physics (male)"

15. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.

16. If the vendor fails to deliver the goods / services 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 allowed*) then the purchase / work order may be cancelled and Earnest money may be forfeited.

17. 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 will 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.

18. All prices should be quoted on both **CPT/CFR Islamabad Basis and FOR (IIUI) Basis**.

19. 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 for participation in IIUI tenders / works.

20. It is the sole responsibility of the agent / supplier / manufacturer / vendor to comply with the applicable laws, be national or international.

21. In case of any dispute, decision of the President, IIUI will be final and binding upon the parties.

22. The IIUI reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.

23. Earnest Money:

The bidder is required to furnish in form of "Pay Order/Demand Draft" equivalent to **2%** of the total Bid price (in PKR) as Earnest Money in favor of "International Islamic University Islamabad". Any bid not accompanied by the Earnest Money shall be rejected without any right of appeal.

24. Retention Money:

An amount equal to 10% (in PKR) of the total value of the Purchase Order/Contract Price shall be retained by the International Islamic University, Islamabad for the Warranty Period (Refer to Clause 4 of Special Conditions) as follows:

- The successful bidder(s) for the CPT/CFR items shall have to be required to submit a "Pay Order/Demand Draft" equal to 10% of the total value of Purchase Order from a Scheduled Bank of Pakistan within 10 days after supply of ordered item(s) for the warranty period.
- 10% of the total value of the Purchase Order will be withheld by the IIUI from the payment of successful bidders, on FOR Basis supplied items, for the warranty period.

25. The bidder is also required to furnish Company Profile, Client List and Detail of similar Projects/Works along with the proposal.

26. International Islamic University Islamabad reserves the rights to accept or reject the bid/s, if;

- Received without earnest money.
- Received later than the date and time fixed for tender submission.
- The tender is unsigned/ unstamped.
- The offer is ambiguous.
- The offer is conditional.
- Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
- The offer is from a firm, which is black listed by any Govt. Office.
- The offer is received by telephone/telex/fax/telegram.
- Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
- Received without Company Profile, Client List and Detail of similar Projects/Works with evidence.
- Without Guarantee / Warrantee of the quoted equipment(s). (*Minimum **twelve (12) months** after the Goods, or any portion thereof as the case may be, have been delivered to and accepted*)

27. 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. 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 the terms and conditions as contained in this document, viz "**Terms and Conditions**" are accepted unconditionally and in the event of selection of my/our bid/s; the agreement will be entered into, in the prescribed format attached as **Annex-I**. The Special Conditions that are attached as part of proposed agreement at **Annex-II** are also accepted unconditionally.

Sign & Stamp

Note:

1. Please quote the rates on our BoQs and clearly mention the quoted Make / Model / Country of Origin, otherwise your bid / items may lead to rejection.
2. PRICES quoted in different currencies on CPT/CFR basis will be evaluated after converting them into PKR (local currency) at the **EXCHANGE RATE** prevailing at the State Bank of Pakistan / Open Market on the date of Opening of Bid(s)
3. In Addition to filling of 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. Terms & Conditions and BoQs should be attached with the proposal (Technical & Financial Bids), otherwise your tender/bid(s) may be rejected.
5. Please also attach the Certificate supporting being Active Taxpayer as per requirement of FBR.

Signature & Stamp of Bidder

BoQs for the Supply of Lab Equipment for Department of Physics (male)

S. No	Equipment Name	BoQs/Specifications	Qty.	Make/Model & Country of Origin	CPT/CFR Price (Islamabad Basis)		FOR Price (at IIUI)	
					Unit Price	Total Price	Unit Price	Total Price
01	COMPACT TWO CHANNEL TRACE GAS MIXER	Compact Two Channel Trace Gas Mixer (16-160ml/m) Item Code: EQ-CGM-2F	01					

Note:

- Item(s) should be of the same Brand/Model/Specs or Equivalent
- For technical queries please contact with Dr. Muhammad Arif, AP, Department of Physics during office timings (08:00 A. M-03:30 P. M) on phone # 9019729 OR Cell # 0335-4514315.

CONTRACT / AGREEMENT

THIS CONTRACT/ AGREEMENT is made on the _____, 201__

BETWEEN

INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD, a Public Sector University of the Government of Pakistan incorporated under the laws of Islamic Republic of Pakistan and having its principal place at Sector H-10 Islamabad (hereinafter called "the Purchaser"),

AND

M/s _____ incorporated under the laws of Pakistan and having its principal place of business at _____, Pakistan (hereinafter called "the Supplier").

WHEREAS the Purchaser invited bids for Procurement of Lab Equipment for "**Department of Physics (male)**" and has accepted a bid/quotation No. _____ dated: _____ submitted by the Supplier for the supply of following item(s) against total **CPT/CFR/FOR** Price _____ (_____) hereinafter called "the Contract Price" and the Purchaser agrees to pay the Supplier/Manufacturer the Contract Price or such other sum(s) as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract:

Sr. No.	Item Name	Specifications	Qty.	Make/Model/ Country of Origin	Unit Price	Total Price
TOTAL						

Signature & Stamp of Bidder

Page 6

The Purchaser and the Supplier agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement:
 - (a) The Tender Document "Terms & Conditions"
 - (b) BoQ
 - (c) The Certificate (As referred at # 27 of Tender Document)
 - (d) The Purchase Order
 - (e) The Special Conditions
3. In consideration of the payments to be made by the Purchaser to the Supplier/Manufacturer as indicated in this Agreement, the Supplier hereby covenants with the Purchaser to execute the Goods and Related Services and to remedy defects therein in conformity in all respects with the provisions of the Contract/Purchase Order.
4. The Purchaser hereby covenants to pay the Supplier/Manufacturer in consideration of the supply of the Goods and Related Services therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract/Purchase Order.

Agreement to be executed in accordance with the laws of Islamic Republic of Pakistan on the day, month and year indicated above.

Signed by:

Signed by:

For and on behalf of the Purchaser

for and on behalf the Supplier

In the presence of:

in the presence of:

Witness,

Witness

Signature: _____

Signature: _____

Name: _____

Name: _____

Address: _____

Address: _____

Date: _____

Date: _____

Signature & Stamp of Bidder

Page 7

SPECIAL CONDITIONS

1. Specifications and Standards:

- 1.1 The Supplier shall ensure that the Goods and Related Services comply with the technical requirements.
- 1.2 The Supplier shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Purchaser, by giving a notice of such disclaimer to the Purchaser.

2. Packing and Documents:

- 2.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated, during transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods final destination and the absence of heavy handling facilities at all points in transit.
- 2.2 The Packing marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Purchase Order, including requirements, if any and in any other instructions ordered by the Purchaser.

3. Transportation:

- 3.1 Unless otherwise specified, responsibility for arranging transportation of the Goods shall be in accordance with the specified Incoterms.

4. Warranty:

- 4.1 The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise by the Purchaser.
- 4.2 Unless otherwise specified in these conditions, the warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in these conditions or for eighteen (18) months after the date of shipment, from the port, or place of loading in the country of origin, whichever period concluded earlier.
- 4.3 The Purchaser shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.
- 4.4 Upon receipt of such notice, the Supplier shall, within the 30 days expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Purchaser (IIUI)

5. The Payment Terms will be:

- 5.1 For the CPT/CFR quoted items; payment will be made through irrevocable L.C (90:10 Model) in favor of Manufacturer. Where, 90% in this model will be released upon receipt of shipment and delivery documents. Remaining 10% will be made / released after successful inspection of the equipment at International Islamic University Islamabad.
- 5.2 For the FOR quoted items; 100% payment will be made after supply and successful inspection of the ordered equipment(s) at International Islamic University Islamabad after deduction of 10% retention money as per "Terms & Condition".