

**Khwaja Fareed University of Engineering &
Information Technology, Rahim Yar Khan**



Tender Document

Tender No. Misc-092

**Supply & Installation of Misc. Items for Setting Up
Class Rooms in New Academic Blocks**

at

**Khwaja Fareed University of Engineering
& Information Technology
Rahim Yar Khan**

TENDER DOCUMENT

TENDER No. Misc-092

Supply & Installation of Misc. Items for Setting Up Class Rooms in New Academic Blocks

at

Khwaja Fareed University of Engineering and Information Technology

TENDER PRICE Rs. 3000/-

Last date of submission: _____

FOR OFFICE USE ONLY

Serial No _____

Sold to: M/S _____

Date of Sale _____

Bank Challan No. _____

Date _____

1. Overview

Khwaja Fareed University of Engineering & Information Technology, Rahim Yar Khan intends to purchase “**Supply & Installation of Misc. Items for Setting Up Class Rooms in New Academic Blocks**” as provided at **Annex ‘A’**. The supplier will be responsible for Supply, delivery, commissioning of all specified items, wherever required, at the Khwaja Fareed University of Engineering & Information Technology, Rahim Yar Khan. This document provides complete instructions for bidders intending to participate in this Tender.

2. Instructions for Bidders

2.1. Response to the Tender (Bid) should be submitted in one part which shall include two separately sealed envelopes of **Technical Proposal** and **Financial Proposal** before **11:00 AM** on **29-08-2018**. Technical Proposals will be opened on same day at **11:30 AM** in the presence of representatives of responding bidders, if any, and Financial Proposals will be opened after completion of technical evaluation. The exact time and place for opening of financial proposals will be informed to technically qualified bidders.

2.2. Responding bidder shall deliver two sealed copies of the bid. Each copy being physically separate, bound, sealed and labeled. Proposals shall be delivered at the address given below.

Procurement Department

**Khwaja Fareed University of Engineering & Information Technology
Abu Dhabi Road, Rahim Yar Khan.**

Tel. # 068-5882420

2.3. Any queries regarding this proposal should be directed to the designated Technical Contact Person listed below.

Mr. Aqeel Ur Rehman, TT & TA Coordinator

Email: aqeel.khokhar@kfueit.edu.pk, Tel. # 068-5882461

2.4. All bids must be submitted by filling the **Annex ‘B’**. Same should be enclosed in the financial proposal. Bidder must use the same numbers and labels used in this Request for Proposal.

2.5. The original Tender Document duly signed and officially sealed by the bidder must be submitted in whole with the proposals. Any conditional, ambiguous, incomplete, supplementary or revised offer after the opening of tender shall not be entertained.

3. Technical Proposal Format

Bidders are required to include the following documents/information in their technical proposals in the order given below:

- i. The Name and Address
- ii. Profile of company (Including Financial Profile)
- iii. List of Previous/Current customers.
- iv. Copy of National Tax Registration Certificate
- v. Copy of Sales Tax Registration Certificate
- vi. Bank letter of financial standing
- vii. An affidavit on Rs 100/- Stamp Paper that currently they are not black listed or debarred by any Government/Semi-Government Department to participate in bidding and to supply equipment. Failure to submit such affidavit may lead to disqualification.
- viii. Any additional information the bidder may like to furnish e.g. repair/maintenance other concerned facility
- ix. Detailed item specifications matched corresponding to the BOQ as given at **Annex 'A'**
- x. Signed and stamped Tender document
- xi. Bank Draft of the Earnest Money

4. Financial Proposal Format

Financial Proposal must include the following in the order given below:

- i. Equipment prices duly entered on the form in the attached BOQ
- ii. Validity period of the quoted price
- iii. Any other Terms and Conditions

5. Terms & Conditions

5.1. This invitation for bids is open to all national original Manufacturers/Distributors/Suppliers in Pakistan.

5.2. All prices should be quoted in Pak Rupees and inclusive of all Government Taxes & Levies.

- 5.3. A bank draft equal to 2% of the estimated cost should accompany the Tender as **Earnest Money** drawn in favor of **KFUEIT Rahim Yar Khan**. The Tender shall not be considered without Earnest Money. Bank guarantee will not be accepted. Bank draft for Earnest Money should be placed with the Technical proposal.
- 5.4. Earnest Money for bidders not selected will be returned a minimum of two weeks after announcement of award and returned to successful bidder after signing the contract. If the selected bidder fails to sign the contract within stipulated time, Earnest Money will be forfeited.
- 5.5. A Bank draft of 5% of the total amount as **Performance Guarantee** will be provided by the supplier in favor of KFUEIT, Rahim Yar Khan within 10 days after decision of award of contract along with judicial stamp paper of the value 0.25 % of total cost which shall remain valid for 12 months beyond delivery period. This performance guarantee will be released after the completion of warranty/guarantee period, along with the satisfactory completion report by the TT & TA Coordinator of Teaching Aid Department and inspection committee which will be intimated to the Seller and the Director Procurement KFUEIT, Rahim Yar Khan for their onward issuance of No Objection Certificate (NOC) for the release of performance guarantee.
- 5.6. KFUEIT Rahim Yar Khan reserves the right to accept / reject any or all proposals without assigning any reason thereof.
- 5.7. The quantity of an order may vary depending on the quoted prices and the allocated funds.
- 5.8. The decision of the KFUEIT procurement committee will be binding on all concerned and will in no case be challenged in any forum.
- 5.9. KFUEIT Rahim Yar Khan reserves the right to modify the conditions / specifications of the Tender Document with written intimation to all the participants who have purchased the Tender Document.
- 5.10. Delivery period will be as per terms & conditions of purchase order/supply order.
- 5.11. Delivery shall be completed according to the agreed upon schedule.
- 5.12. In case the selected bidder fails to execute the contract strictly in accordance with the terms and conditions laid down in the contract, the Performance Guarantee shall be forfeited.
- 5.13. The University will get the item inspected at KFUEIT Rahim Yar Khan and reject the item, if not found according to the stated specifications.

- 5.14.** The University reserves the right to claim compensation for the losses caused by delay in the delivery of equipment.
- 5.15.** It is the sole responsibility of the bidder to comply with local, national and international laws.
- 5.16.** In case any supplies/material is found not in conformity with the specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, faulty packing or is short supplied, or wrongly supplied, the supplier will replace the same free of charges or pay the full cost of replacement.
- 5.17.** All the proposals submitted will become the property of the University.
- 5.18.** All prices should be valid for at least 60 days. Withdrawal or any modification of the original offer within the validity period shall entitle the KFUEIT Rahim Yar Khan to forfeit the Earnest Money in favor of the KFUEIT Rahim Yar Khan and/or putting a ban on the future inquires or taking any other suitable action against the bidder.
- 5.19.** Delivery of the items will be free of charge at Khwaja Fareed University of Engineering & Information Technology, Rahim Yar Khan during the office hours with a copy of Delivery Challan.
- 5.20.** Items being ordered should be brand-new and according to order specification from the current production and covered under normal warranty/guarantee etc. as mentioned in the quote. Brochures mentioned and product details must be attached.

6. Tender Evaluation Criteria

All bids shall be evaluated on technical and financial merit. The Company Evaluation Criteria is attached at **Annex ‘C’** for reference. Technical evaluation process may include, but not limited to the consideration of the following with respect to the functional requirements given ahead:

- a. Technical specifications of proposed item
- b. Company Profile
 - I. Age of the company
 - II. Financial strength of the bidder

Financial Evaluation process will be based on the consideration of the quoted price.

7. Undertaking

On behalf of the company it is certified that we agree to the all the Instructions and Terms & Conditions given in this Tender Document

Name of bidder.....

Authorized person.....

Authorized signature.....

Stamp.....

Office Address.....

Tel No

Fax No

Supply & Installation of Misc. Items for Setting Up Class Rooms in New Academic Blocks

Sr. No	Item Name	Specifications/Minimum Requirements	Qty.
01	Student Tablet Chair	Right hand P-Tablet Arm made of seasoned pure sheshum wood, Frame made of 16-gauge Mild Steel Pipe, Powder coating, Seating and back support made of High Quality Plastic Non-Recycle. Sample available at KFUEIT for actual measurement dimensions and material used in making	300
02	Student Bench with Desk	Sample of student bench with desk is available at KFUEIT Drawings are also available at KFUEIT	48
03	Multimedia with Screen	Brightness: 3,800 Lumens Color Light Output: 3,800 Lumens Resolution: 1024x768 Aspect Ratio: 4:3 (XGA) Video Modes: 720p, 1080i, 1080p/60, 1080p/50, 575i, 576i, 576p, 480p, 480i Data Modes: MAX 1600x1200 Panel: Composite (RCA) S-Video VGA In (Dsub-15pin) VGA In (Dsub-15pin) HDMI Network (RJ-45) USB Lamp Life:10,000 hours Display Type: 2 cm 3 LCD Standard Zoom Lens: 1.60:1 Standard Lens Focus: Manual Throw Dist (m): 1.4 - 8.5 Image Size(cm):77 - 762 Throw Ratio(D:W):1.40:1 - 2.27:1 Speakers: yes HDMI Cable length 10 meter Screen Size 6 Ft x 8 Ft Color White Type Electric Motorized Wall-Mounted with Remote Control Fabric Quality High	13
04	LEDs	Display Diagonal Size: 22" Viewable Size: 21.5" Resolution: Full HD 1920 x 1080 @ 60 Hz Backlight Technology: LED Connectivity: 1 x VGA	100

		<p>1 x HDMI 1 x Audio Line-in 1 x Audio Line-out Security Security lock slot (cable lock sold separately) Brightness: 250 cd/m2 (typical) Panel type: In-Plane switching Technology Contrast Ratio: 1000 : 1 (typical), 8 million : 1 (DCR) Aspect Ratio: 16 : 9 Display Manager Compatibility: Yes Power: Power Consumption (Operating) 22W (typ) – 30W (maximum) / Energy Star: 16W (typical)</p>	
05	Sound system	<p>Bluetooth Use Bluetooth to pair it with any Bluetooth enabled device. Remote Control Use full function remote control to handle the volume output. USB Supported Play MP3 files directly from a flash drive SD Card Play MP3 files directly through SD card. Wireless User can experience voice quality through a wired MIC. Output power: RMS 30W Drive unit:12 inches Woofer + 4Ωtweeter</p>	13
06	Wooden E-Rostrum	<p>Height 4'.6'' Width 2'.6'' Depth 2'.6'' Top Covered with Glass 8mm Wooden top to install LCD Wooden Tray for Keyboard Wooden Tray for Computer System Good Quality Wood Wheels</p>	13
07	Table for Teacher	<p>High Quality MDF Melamine in Matt finish Dura lime Laminate Imported PVC edges Imported Gliders Export Quality 18-gauge MS Powder Coated Leg Frame High quality Hardware and fixtures Export Quality 18-gauge MS Powder Coated Leg Frame Size: 60"x30"x30" Design/Quality: Interwood mobil, Profine, torch equivalent or better</p>	13
08	Wall Clock	<p>Monitor Switch, Silent Silky Move, Case: Plastic Case Multiple Color Battery: AA x 4</p>	13
09	Chairs for Teacher	<p>Revolving Chair with arms Adjustable lumbar support Instant seat height adjustment. Seat/back cushioned with best quality orthopedic foam with best quality raxine cushioning, Back Rest etc. Revolving, Reclining and Hydraulic Lift System With 320mm five-pronged S.S. Base with twin disc castors and hydraulic</p>	13

		<p>Pedestal. Perfect symmetric design synchronized, responsive mechanism Comfortable headrest High quality urethane seat</p> <p>Design/Quality: Interwood mobil, Profine, torch equivalent or better</p>	
10	Whiteboard	<p>8'x4'</p> <p>Complete installation including all accessories</p>	13

Supply & Installation of Misc. Items for Setting Up Class Rooms in New Academic Blocks

(Bid Form)

Sr. No.	Item Name	Qty.	Unit Rate	Total Price (inclusive of all taxes, installation and Shipment charges)
01	Student Tablet Chair	300		
02	Student Bench with Desk	48		
03	Multimedia with Screen	13		
04	LEDs	100		
05	Sound system	13		
06	Wooden E-Rostrum	13		
07	Table for Teacher	13		
08	Wall Clock	13		
09	Chairs for Teacher	13		
10	Whiteboard	13		
				TOTAL: _____
Total In Words: _____				

Company Evaluation Criteria

1. Basic Evaluation

- i. Profile of company complete in all respect
- ii. List of Previous/Current customers, Purchase Orders of related Services.
- iii. Copy of National Tax Registration Certificate or Copy of Online Taxpayer Verification
- iv. Copy of Sales Tax Registration Certificate or Copy of Online Active Taxpayer
- v. Bank letter of financial standing issued after date of publishing of tender/Bank Statement issued after date of publishing of tender
- vi. An affidavit on Rs 100/- Stamp Paper issued after date of publishing of tender which illustrate that currently they are not black listed or de-barred by any Government/Semi-Government Department to participate in bidding. Failure to submit such affidavit may lead to disqualification.
- vii. Detailed item specifications or Services matched corresponding to the BOQ as given at **Annex 'A'**
- viii. Proposed delivery, response time, plan for rendering service
- ix. Signed and Stamped Complete Tender document
- x. Bank Draft of the Earnest Money

Note: Basic Evaluation Criteria is mandatory to fulfill to qualify for detailed evaluation. Failure to meet and submit all documents related to basic evaluation may lead to disqualification.

2. Detailed Evaluation

(Minimum Passing Score Required is 65 Points for qualifying to Financial Opening)

DETAILED EVALUATION CRITERIA FOR TENDER			
Specifications are available at Annex-A			
Sr. No	Item Name and Description	Marks	Max Marks
1	Past Performance/Experience of the Bidder (Reg. with GST/NTN) Attach copy of all supporting documents	--	10
1.1	1 – 3 year experience	2	--
1.2	4 – 8 year experience	4	--
1.3	9 – 15 years' experience	6	--
1.4	Above 15	10	--
2	Relevant Experience (Attach copy of all supporting documents)	--	10
2.1	1 – 5 years' experience	3	--
2.2	6 – 10 years' experience	6	--
2.3	11 and above year experience	10	--
3	Financial Position/ Status (Attach copy of all supporting documents)	--	10
3.1	Last sales tax paid Form	4	--
3.2	Bank Certificate (satisfactory) attach original bank certificate indicating financial status	2	--
3.3	Statement Worth (Min 2 m) attach all supporting documents	4	--
4	After Sale Services Available (Attach copy of all supporting documents)	--	10
5	Technical Evaluation of quoted items (Attach copy of all supporting documents)	--	60
5.1	Specification matched as provided in Annex-A	30	
5.2	Literature in printed shape attached	2.5	
5.3	Reliability	2.5	
5.4	Delivery schedule as per need	5	
5.5	List of clients / where this equipment delivered	5	
5.6	Satisfactory letter from clients in favour of such equipment	5	
5.7	Guarantee / Warranty (as the case may be)	5	
5.8	Provision of Training to concerned user	2.5	
5.9	Free Installation (if required) as per requirement	2.5	
Total		--	100