



PEOPLES UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

Phone: 0244-9370428, 0244-9370249 - 55 Fax No: 0244-9370263

Web: www.pumhs.edu.pk

Email: procurement@pumhs.edu.pk

TENDER ENQUIRY NO.PUMHSW/S.B.A/FW./ 2078

DATED: 5th -March -2016



FINANCIAL TENDER FORM

**SUPPLY OF I.T EQUIPMENTS & MACHINERY
FOR THE YEAR 2015-2016**

DATE OF SUBMISSION & OPENING

TUESDAY 29th MARCH, 2016

TIME OF RECEIVING TENDER 11:30 A.M

TIME OF OPENING TENDER 12:30 P.M

TENDER FEE Rs. 1,000/- (Non-Refundable)



**PEOPLES UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN,
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RECEIPT

Received amounting of Rs. 1,000/- (Rupees: One Thousand only) vide receipt No. _____, Dated: _____ from M/s. _____ Regarding Tender Form fee (nonrefundable) for Supply of I.T Equipments & Machinery for the year 2015-16

**ACCOUNT OFFICER /
ASSISTANT ACCOUNT OFFICER**
Peoples University of Medical &
Health Sciences for Women
Nawabshah, SBA.

TERMS & CONDITIONS

SUPPLY OF IT EQUIPMENTS & MACHINERY FOR THE YEAR 2015-2016



1. Supplier will have to provide **call deposit @ 2% of bid amount** in the favor of the **Vice Chancellor Peoples University of Medical & Health Sciences for Women Shaheed Benazirabad**, in case of failure the tender document will not be entertained
2. Quantity at any time can be increased / decreased or can deleted at any time.
3. The Supplier will have to produce evidence in respect of their registration with income tax and sales tax department.
4. The original brochure/catalogue must accompany with offer and the equipment should comply/certified at CE/FDA. Standards.
5. The Bidder / Suppliers must confirm free installation/Demonstration at consignee's end.
6. Sole agent Certificate / Authority letter from the manufacturer/Distributor must be provided by bidder.
7. Two years parts warranty, Two year free service from the date of installation, Service Contract and available of spare part may also be confirmed by the bidders.
8. The supplier will be bound to supply the price list of spare parts and consumable at the time of tender i.e. for two years.
9. The supplier will be bound to provide free service during applicable warranty period and to supply spare parts accessories of the supplied equipment on demand.
10. Joint inspection will be carried out by the consignee & representative of Bidder with technical assistance from concerned specialist/end user.
11. In case of CIF the bidder pay L.C charges. Transport to consignee end, certificate will be issued by the consignee that the import has been made for the university education purpose so as to avail the facility of exemption of duties/taxes as per Government rules. However there shall be no liability on the part of procuring agency regarding clearance of goods in case of import or any kind of charges paid there-of in clearance process.
12. The bid shall comprise a single stage one envelope procedure. The envelope marked as "FINANCIAL PROPOSAL" and mentioned clearly address of the Bidder / Supplier
13. In case of failure on the part of Supplier to Supply as per specification or within the stipulated time without getting extension, penalty of 3% of the supply order per month or part thereof up to maximum limit of 10% will be imposed on the supplier.
14. The Successful bidders will be bound to carry out job according to specification provided in the BOQ with in specified time given in the supply order, failing which his earnest money shall be forfeited. The successful bidder has to furnish such undertaking in writing on the stamp paper of Rs: 100/-
15. The rates should be given inclusive of GST, Income Tax & any other government duty.
16. Income tax, G.S.T, Stamp duty & other applicable taxes and duties at the government prescribed rates are deductible from the bill.
17. The item(s) which is/are exempted from GST, the rates for the same must be quoted accordingly, stating clearly in BOQ, the cost of all those item(s) excluding G.S.T at the time of payment, no claim for GST shall be paid.
18. All those Suppliers who have been blacklisted by any Government Department, their bids shall not be entertained.
19. Suppliers must produce eligibility as per SPPRA rules. In case of non-production of eligibility tender forms will not be issued.
20. Conditional tenders will not be accepted.
21. Payment will be made on availability of funds, if delayed due to any reason; no extra interest / mark-up will be accepted / paid.
22. Rejected consignment shall be returned back to dealers / suppliers at their own cost.
23. An amount equivalent to 10 % of security deposit shall be withheld from the bills which will be refunded on satisfactory completion of the job, as per clause 12 of GCC of this bidding document.
24. The bid validity period shall be for 90 days after opening of tender.
25. Bid money to unsuccessful bidder shall be refunded after one week of tender opening on receipt of application on official letter pad.

GENERAL CONDITIONS OF THE CONTRACT



CLAUSE: 1. INSTRUCTIONS TO THE BIDDERS

- 1) The tenders shall be submitted with all documents and drawing literature and catalog (in equipment) in sealed envelopes, with sealing wax/gum, the envelop must contain tender inquiry No. on the top. The name of manufacturer and the supplier should be affixed on the face of envelopes at the left side.
- 2) Tenders must be filled in with Blue or Black ink in the column provided / provided in BOQ documents duly signed.
- 3) The tenders must be free from erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it.
- 4) The rates of each item should be written in figure as well as in words. Arithmetical errors will be rectified on the basis: if there is discrepancy between the unit price and the total price is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall corrected. In case of discrepancy the price in words will be taken as authenticated and final.
- 5) Conditional tenders will be ignored and will not be considered/entertained/accepted.
- 6) Original purchase receipt of tender fee or in shape of Pay order / DD original as tender form fee in favour of V.C PUMHS must be enclose with the tender form.
- 7) The tendered rate should be inclusive of all taxes, Income & Sales Tax etc payable to Federal & Provincial Govt or Local bodies and no claims on this account shall be entertained.
- 8) The bidder shall furnish General sales tax (GST) Registration Certificate of the firm failing which the offer will be ignored. In case the item is exempted from GST either documentary evident or certificate from competent authority shall be attached with the offer.
- 9) The bidder shall furnish copy of valid professional Tax (Excise & Taxation) Certificate
- 10) List of similar assignments with cost under-taken over the past (05) years.

CLAUSE: 2. SPECIAL CONDITIONS:

- 1) Store is required immediately. The tenders may, however, give their short guaranteed delivery period by which the supply will be completed positively. No extension will be granted /accorded for the supply of initial quantity.
- 2) Tenderers are required to specify make country of origin and furnish detailed technical description literature / catalog along with their offer.
- 3) The Bidders shall quote their firm and final price both in figures & words on "Free Delivery basis to Consignee end
- 4) Tenderer shall submit guarantee letter that the supplied Equipment are the original / brand new product / latest model none of the part is replaced, old or refurbished.
- 5) No manufacturer shall authorize their distributor/agent/any firm or person to quote the same item, which the manufacturer is quoting itself in any tender. Failing those offers of both the manufacturer as well as other bidder shall be ignored.
- 6) Tenderer must be enclosed list of users of the quoted item(s), availability of workshop & trend + qualified person at Sindh for after sale service.
- 7) Tenderer shall purchase separate tender document furnish purchases receipts for each alternate offer in case they want to submit alternate offer for any items. All the bids with alternate offer without separate purchases receipt (original) are supposed to be rejected. Also, choice to select/ignore any their alternate offer shall rest with the purchase committee
- 8) The bidder shall confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt:/Semi Government institution or Armed Forces in the province or outside in the same fiscal year.
- 9) The successful supplier / bidder must be bound to supply the awarded items mentioned dated supply orders on the quoted rates.

CLAUSE: 3. PURCHASER'S RIGHT TO VARY QUANTITIES.

The Purchase Committee reserves the right to increase/decrease or delete the quantities of any items at the time of award of contract and also reserves the right to enhance the quantities of goods/service originally specified in the Schedule of Requirement without any change in unit price or other terms and conditions of goods at any time during contract period.

CLAUSE: 4. PURCHASERS RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:

The Purchase Committee reserves the right to accept or reject any bid in accordance with the provision provided in SPPRA rules and to annual the bidding process and rejects all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders, on the grounds for the Purchaser's action.

CLAUSE 5. ELIGIBLE BIDDERS

This Invitation for Bids is open to all original Manufacturers, within Pakistan and abroad, and their Authorized Agents/Importers/Suppliers subject to the conditions that:

- a. In the case of foreign Manufacturers, they shall offer the product Certified by the ISO-CE-FDA;
- b. Original technical broacher is mandatory

The Agents/Suppliers/Importers must possess valid authorization from the Manufacturer. In case of Manufacturers, they should have documentary proof to the effect that they are the original Manufacturers of the required specifications.

Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal or Provincial), a local body or a public sector organization.

The bidders should have operational office(s) in Pakistan and possess financial sustainability to meet timely supply of items.



CLAUSE: 6. CRITERIA FOR EVALUATION OF BIDS.

1. Registration with income tax & sales tax departments
2. Earnest money.
3. Quoted prices.
4. Specification compliance.
5. After sale service facility (in case of equipment)
6. Operational cost (in case of equipment & Vehicles)
7. Delivery schedule.
8. Past performance of manufacturer/sole distributor in terms of supply and after sale service.
9. Submission of catalogue, Diagram & Service Manual.
10. Authority letter from manufacturer.
11. Original brochures of product

CLAUSE: 7. NOTIFICATION OF AWARD

- 1) Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing about the acceptance of the offer delivery by hand or by registered letter, to confirmed in writing that the bid has been accepted.
- 2) The notification of award will constitute the formation of the contract.

CLAUSE: 8. AWARD OF CONTRACT & CONTRACT AGREEMENT.

Subject to the fulfillment of all formalities, the Purchaser will award the contract the successful Bidder whose bid has been determined to be qualified to perform the contract satisfactory.

CLAUSE: 9. PAYMENTS.

(A) Interim/Running Bill.

The competent authority of procuring agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for supply actually done and completed, and shall not preclude the competent authority from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

(B) The Final Bill.

A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Purchase & Store Officer's certificate of the total amount payable for the supply shall be final and binding on all parties.

CLAUSE 10. PERFORMANCE SECURITY:

An amount equivalent to 10 % of security deposit shall be withheld from the bills of the successful tenderers / bidders which will be refunded on satisfactory completion of the job, as per clause 12 of general conditions of the contract of this bidding document.

CLAUSE: 11. REDUCED RATES.

In cases where the items of supply are not accepted as so completed, the competent authority may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

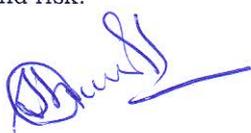
CLAUSE: 12. REFUND OF SECURITY DEPOSIT / PERFORMANCE SECURITY.

On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final supplies and installation has been made by a competent authority, the defects notice period has also passed and the competent authority has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of two months from the date on which the supplies & installation are completed.

CLAUSE: 13. UNDERTAKING:

- That I/We agree whether our tender accepted for total, partial or enhanced quantity for all or any single item. I/We also agreed to supply and accept the said item at the rates for the supply of contracted quantity within the stipulated period shown in the contract.
- I/We understand and confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt/Semi Govt: Institution, Armed Forces, in the province in the same fiscal year.
- I/We undertake that, if any of the information submitted in accordance to this tender enquiry found incorrect, our contract may be cancelled at any stage on our cost and risk.

Contractor
Sign with stamp


PROF. DR. SHAMSUDDIN SHAIKH
Director Academics PUMHSW &
Convener Purchase Committee
PUMHSW, Shaheed Benazirabad

TENDER FORM
SUPPLY OF I.T EQUIPMENTS & MACHINERY
FOR THE YEAR 2015-2016



BILL OF QUANTITIES (B.O.Q.)
PROVIDE THE RATE OF EACH ITEM. QUANTITY WILL BE DECIDED LATER.
ALL RATES MUST BE QUOTED IN PAKISTANI RUPEES

S. #	Name & Description of Item	Qty	Country Origin, Brand Name & Make Model	Rate per each in PKR	Total In PKR	In words	Price Including GST /Exempted
1	<p>Hp ProDesk Micro Tower OR Equivalent Processor Intel core i5 latest 6th Generation 8 GB DDR-4, supporting up to 32 GB DDR4 1000 GB SATA Hard Disk, Graphic Intel HD Graphic integrated EXPANISON slots 1 full-height PCIe 3x16; 3full-heightPCIe 2x1. PORTS • Front:2USB3.0; 1 audio line in; 1 audio line out • Back:2 USB 3.0; 4 USB 2.0; • 1 serial port; 1parallel (optional); • 2 PS/2 (keyboard and mouse); • 1VGA; 1 DisplayPort; • 1 audio line in; 1 audio lineout; • 1 RJ-45 SECURITY MANAGEMENT Trusted Platform Module(TPM)1.2/2.0 M. Tower Chassis with 300 W Power Supply Keyboard & Mouse • Standard Keyboard • Optical Mouse • Original Mouse Pad from PC Manufacturer DVD RW DVD Writer LED 18.5" LED Monitor BIOS LOGO PUMHS Logo in BIOS from Manufacturer. Security Lock Security Lock Kit by Manufacturer Head phone + Mic Head Phone with Mic from Manufacturer 3 Years on-site warranty. Manufacturer's Authorization Letter on the name of PUMHS is required to be submitted by the quoting bidding firm(s)</p>	10					
2	<p>Hp ProDesk Micro Tower OR Equivalent Processor Intel Core i3 latest 6th Generation 8 GB DDR-4, supporting upto 32GB DDR4 1000 GB SATA Hard Disk, Graphic Intel HD Graphic integrated EXPANISON slots 1 full-height PCIe 3x16; 3full-heightPCIe 2x1. PORTS • Front:2USB3.0; 1 audio line in; 1 audio line out • Back:2 USB 3.0; 4 USB 2.0; • 1 serial port; 1parallel (optional); • 2 PS/2 (keyboard and mouse); • 1VGA; 1 DisplayPort; • 1 audio line in; 1 audio lineout; • 1 RJ-45 SECURITY MANAGEMENT Trusted Platform Module(TPM)1.2/2.0 M. Tower Chassis with 300 W Power Supply Keyboard & Mouse • Standard Keyboard • Optical Mouse • Original Mouse Pad from PC Manufacturer DVD RW DVD Writer LED 18.5" LED Monitor BIOS LOGO PUMHS Logo in BIOS from Manufacturer. Security Lock Security Lock Kit by Manufacturer Head phone + Mic Head Phone with Mic from Manufacturer 3 Years on-site warranty. Manufacturer's Authorization Letter on the name of PUMHS is required to be submitted by the quoting bidding firm(s)</p>	10					



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3	Laptop HP Pro Book OR Equivalent Intel Core i7 6th Generation Processor. Screen 15.6" / 8 GB Ram Memory / 1 TB HDD DVD RW super Multi DL / Latest Window Wifi / Blue Tooth / Ethernet / Finger Print Carrying Case One year warranty	02																													
4	Laptop HP Pro Book OR Equivalent Intel Core i5 6th Generation Processor. Screen 15.6" / 8 GB Ram Memory / 1 TB HDD DVD RW super Multi DL / Latest Window. Wifi / Blue Tooth / Ethernet / Finger Print Carrying Case One year warranty	05																													
5	LASER JET PRINTER LATEST Up to 40 ppm Resolution Up to 600 x 600 dpi (1200 dpi effective output with HP FastRes 1200) Up to 600 dpi, HP FastRes 1200, Print Memory 128MB , Processor 1200MHz Duty Cycle 80,000/- pages on monthly basis Media Sizes Supported: Tray 1: Letter, Legal, Executive, Oficio (8.5 x 13 in), A4, A5, A6, B5 (JIS), Oficio (216 x 340 mm), 16K (195 x 270 mm), 16K (184 x 260 mm), 16K (197 x 273 mm), Japanese Postcard, Double Japan Postcard Rotated, Envelope #10 Envelope Monarch, Envelope B5, Envelope C5, Envelope DL, Custom Size, A5-R, 4 x 6 in, 5 x 8 in, B6 (JIS), 10 x 15 in, statement; Tray 2 & Tray 3: Letter, Legal, Executive, Oficio (8.5 x 13 in), A4, A5, A6, B5 (JIS), Oficio (216 x 340 mm), 16K (195 x 270 mm), 16K (184 x 260 mm), 16K (197 x 273 mm), Custom Size, A5-R, 5 x 8 in, B6 (JIS), statement HP OR Equivalent	10																													
6	Latest Scanjet Scanner HP or Equivalent.	10																													
7	Multimedia Projectors having following specifications <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Projection System</td> <td>3LCD Technology</td> </tr> <tr> <td>LCD Panel</td> <td>0.55 Inch with MLA (D8)</td> </tr> <tr> <td>Lumens</td> <td>3000</td> </tr> <tr> <td>Resolution</td> <td>XGA, 1024 x 768</td> </tr> <tr> <td>Contrast Ration</td> <td>10000</td> </tr> <tr> <td>Lamp Durability</td> <td>200 W, 5000 H, 6000H in economy Mode</td> </tr> <tr> <td>Color Reproduction</td> <td>Upto 1.07 Billion Colors</td> </tr> <tr> <td>Projection Size</td> <td>30 Inches – 300 inches</td> </tr> <tr> <td>Connectivity / Interfaces</td> <td>Cinch audio in, VGA in, RGB in, S-Video in, Component in, Composite in, HDMI in, Wireless LAN IEEE 802.11b/g/n (optional), USB 2.0 Type B, USB 2.0 Type A</td> </tr> <tr> <td>USB Display Function</td> <td>3 in 1: Image / Mouse / Sound</td> </tr> <tr> <td>Loud Speaker</td> <td>2 Watt</td> </tr> <tr> <td>What is in the Bos</td> <td>Carrying bag, Computer cable, Main unit, Power cable, Remote control incl. batteries, USB cable, User's Manual Set, Warranty Documents</td> </tr> </table> EPSON, SONY OR Equivalent	Projection System	3LCD Technology	LCD Panel	0.55 Inch with MLA (D8)	Lumens	3000	Resolution	XGA, 1024 x 768	Contrast Ration	10000	Lamp Durability	200 W, 5000 H, 6000H in economy Mode	Color Reproduction	Upto 1.07 Billion Colors	Projection Size	30 Inches – 300 inches	Connectivity / Interfaces	Cinch audio in, VGA in, RGB in, S-Video in, Component in, Composite in, HDMI in, Wireless LAN IEEE 802.11b/g/n (optional), USB 2.0 Type B, USB 2.0 Type A	USB Display Function	3 in 1: Image / Mouse / Sound	Loud Speaker	2 Watt	What is in the Bos	Carrying bag, Computer cable, Main unit, Power cable, Remote control incl. batteries, USB cable, User's Manual Set, Warranty Documents	5					
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8	MULTIMEDIA SCREEN Tripod Size 8 x 6 Imported Quality Material	05																													



S. #	Name & Description of Item	Qty	Country Origin, Brand Name & Make Model	Rate per each in PKR	Total In PKR	In words	Price Including GST /Exempted
9	LED Monitor H.P OR Equivalent Diagonal Size: 21" widescreen Viewable Size: 21" Device Type: Liquid crystal display / TFT active matrix Dimensions (WxDxH): 49.2 cm x 16.6 cm x 35.6 cm Max Resolution: 1600 x 900 / 60 Hz Image Aspect Ratio: 16:9 Microsoft Certification: Suitable for Home windows 7	03					
10	LED Monitor H.P OR Equivalent Diagonal Size: 24" widescreen Viewable Size: 24" Device Type: Liquid crystal display / TFT active matrix Dimensions (WxDxH): 49.2 cm x 16.6 cm x 35.6 cm Max Resolution: 1600 x 900 / 60 Hz Image Aspect Ratio: 16:9 Microsoft Certification: Suitable for Home windows 7	02					
11	Latest Logitech Wireless Presenter OR Equivalent	05					
Grant Total		Total Amount			In words		

The delivery schedule is 6 to 7 weeks after the award of contract.
It is of utmost importance that bids should be submitted very carefully

Contractor
Sign with stamp


PROF. DR. SHAMSUDDIN SHAIKH
Director Academics PUMHSW &
Convener Purchase Committee
PUMHSW, Shaheed Benazirabad

BID DECLARATION FORM



1. Name of Interested Firm: _____
2. CNIC#: _____
(Please attach Copy of CNIC)
3. NTN #: _____
(Please attach Copy of NTN Certificate)
4. GST#: _____
(Please attach Copy of GST Certificate)
5. Value of Earnest Money Rs: _____ DD/PO#: _____
(Inwords): _____
Bank: _____
6. Contact Person: _____
7. Postal Address: _____

8. Email Address: _____
9. Telephone: PTCL: _____ Cell Phone: _____
(Compulsory)

Declaration: I certify that, to the best of my knowledge and belief, all of the information on and attached is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this form may be grounds for not entertaining my bid, or for cancellation after bid acceptance, and may be punishable by fine or imprisonment according to law of Pakistan. I understand that any information I voluntarily provide on or attached to this bid may be investigated. Moreover, I hereby declare the all the terms and conditions of the bidding document are accepted.

Contractor
Sign with stamp