



Dated: 09-08-2016.

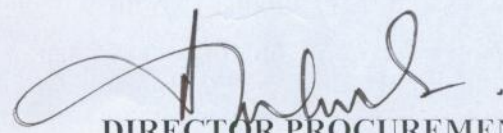
### TENDER NOTICE

Sealed Tenders are invited from well-reputed firms, sole distributors, dealers registered with Sales Tax and Income Tax Departments for supply of store as detailed below.

Sr. No	Tender No.	Detail of Tender	Quantity Required	Tender Fee	Starting Date/Time of Issuance	Last Date/Time of Issuance	Last Date/Time of Submission	Date/Time of Opening
01.	Prospectus /6330 2016-2017	Printing of Prospectus	11,200 Nos	Rs.300/-	10-08-2016 08:30 Hrs to 04:00 PM.	25-08-2016 08:30 Hrs to 04:00 PM.	26-08-2016 10:00 AM	26-08-2016 10.30 AM

#### TERMS & CONDITION:

01. Procurement method is to be applied single stage one envelope.
02. The tenderer shall provide Evidence of Financial turnover amount in Rs. for at least last 03 year and two year relevant experience.
03. Price valid for 60 days must be quoted on F.O.R. basis for Karachi inclusive of all taxes, duties and other charges along-with 2.5% earnest money in the shape of Pay Order in favor of Director Finance, NED University of Engineering & Technology, G.S.T. must be quoted separately along-with copy of G.S.T. Registration Certificate, where applicable. Equivalent
04. Sealed tenders must be delivered / dropped in the Tender Box available at the office of Assistant Director Procurement - II on or before prescribed date and time which will be opened publicly on same date in the presence of bidder or their representatives who wish to be present alternate offer may be acceptable.
05. Delivery is to be completed within the prescribed period from the date of Contract Schedule.
06. The Tender documents can be obtained from the office of Assistant Director Procurement - II w.e.f. **on 10-08-2016** between 08:30 A.M. to 04:00 P.M. on working days through written request on letter head by making payment of the Tender Fee in the shape of Pay Order in favour of Director Finance, NED University of Engineering & Technology, indicated against each tender.
07. The Tender should be addressed to the **Assistant Director Procurement-II Extension No. 2471** at the above address. In case of any disturbance the bid shall be submitted and opened as per given schedule on the next working day.
08. Any quotation not conforming to specifications and terms and conditions shall be rejected, however on request grounds for rejection of bid can be communicated.
09. The Procuring Agency may reject any or all bids or postpone date as relevant provision of SPP Rule 2010, divide Business amongst more than one bidder.
10. Tender document can be downloaded from SPPRA website [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk).

  
DIRECTOR PROCUREMENT  
09/08/2016



## NED UNIVERSITY OF ENGINEERING & TECHNOLOGY, KARACHI

### **INVITATION TO TENDER**

PRICE RS. 300 (NOT REFUNDABLE/ TRANSFERABLE)

From  
The Assistant Director Procurement - II  
NED University of Engineering and  
Technology, Karachi.

To

M/ s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Invitation to Tender NO. Prospectus /6330

Due on 26-08-2016

Dear Sir/ Sirs,

1. You are hereby invited to submit your tender for the item as detailed in the schedule to this invitation. Your offer must be subject to the conditions laid down in the instructions (overleaf). Every tenderer quoting against this invitation to tender shall be deemed to have read and understood these conditions and details specifications etc., of items required.
2. The tenderer shall also sign the certificate given to the effect that the items shall be supplied exactly in accordance with requirements specified in the schedule. If there is any deviation, it should be clearly stated by tenderer; otherwise it would be presumed that the offer is strictly in accordance with the requirements of the tendered Specifications/ Notice.
3. Items required for delivery as stated in the schedule. If, however, it is not possible to deliver by the specified date, tenderer shall give guaranteed date by which he can deliver the item.
4. Failure to submit the tender in the manner prescribed will, render it liable to be ignored/discarded.
5. The Purchaser does not pledge acceptance of the lowest or of any tender and reserves the right to accept in full or only part quantity offered. The tenderer is at liberty to quote for full or part quantity but shall supply at rates quoted if his quotation is accepted in full or in part.
6. Procurement method: Single stage one envelope.
7. The tenderer shall also provide the turnover amount in Rs. for at least three years & also provide for relevant experience for at least 02 years.
8. The tenderer shall be registered with Income Tax & Sales Tax and Pakistan Engineering Council where applicable.

Yours faithfully,

**Assistant Director Procurement -II**

### SPECIAL INSTRUCTIONS

01. The items are required within three weeks. Tenderers may, however, give their **shortest guaranteed delivery period** by which the supply will be completed. In absence of such period, delivery period shall be treated as three weeks after tender acceptance.
02. The tenderers shall quote their firm & final prices, in local currency, on **NED University Campus basis** for the items strictly according to indicating also where items will be offered for inspection particulars given in the invitation to tender.
03. Tenderers are required to deposit the **Earnest Money @ 2.50 %** of total bid amount in the form of pay order in favour of Director Finance, NED University.
04. The offer shall remain open for 60 days from the date of opening of tender and the **rates should be inclusive of all taxes. GST must be quoted separately.** If the offer is with-drawn or amended during the validity period of the offer and or if acceptance of tender issued during the validity period of the offer is not accepted by the tenderer, the **earnest money** is liable to be forfeited and further action taken against the defaulter as per SPPRA rules.
05. The purchaser reserves the right to accept any tender or reject any or all tenders under relevant clause of SPPRA Rules 2010.
06. Bidders must provide the Non-Black List Certificate (confirming that bidder has never been black listed from any Government / Semi Government Organization) and must have paid and valid Professional Tax Certificate.
07. **Payment Terms:**
  - i) The firm should submit stamp duty as per Government Rules of order value before execution of work.
  - ii) 5% Retention Money to be deducted from each Bill and to be released after completion of warranty / maintenance period N/A.
  - iii) Payment to be made within 30 days after the issuance of inspection certificate and consignee's receipt certificate.
  - iv) If the supply is not according to the specifications or unsatisfactory, the Contract will be rejected and cancelled at the risk and cost of Firm.
  - v) If the firm fails to execute the contract/supply order as per condition, action will be taken against them which may be their black listing and E.M. / S.D. will be forfeited.
  - vi) In case of late delivery @ 0.1% per day will be charged on bid amount deducted from the bill, but not more than 10% of contract value.
08. **Eligibility Criteria: (Single Stage One Envelope Procedure / Method)**
  - (a) **Tender and Bidding documents of this method shall contain the following Eligibility Criteria:**
    - (i) Relevant Experience
    - (ii) Turn-over of at least Three (03) Years
    - (iii) Registration with Income Tax, Sales Tax, SRB and Pakistan Engineering Council (where applicable).
  - (b) **Each bid shall comprise One Single Envelope containing the financial proposal and required information mentioned at clause (a) above.**

10. **Evaluation Criteria:** In comparing bids, the Purchaser will consider such factors as compliance with specifications, relative quality.
11. The tenderers shall enclose with their tender a certificate as under; failing which their tender is liable to be considered non-responsive.

**CERTIFICATE**

We guarantee to supply the stores in accordance with requirements specified in this invitation to tender.

Signature of Tenderer

Name and full Address

Office Stamp

Phone No.

Fax No.

E-mail Address:



**NED UNIVERSITY OF ENGINEERING & TECHNOLOGY, KARACHI**

**PURCHASE INFORMATION FORM**

**PRICE RS. 300/- (NOT REFUNDABLE/ TRANSFERABLE)**

Firm's Registration No. \_\_\_\_\_

Schedule to Invitation of Tender No. **Prospectus/6330** \_\_\_\_\_

Date of Receipt of Invitation to Tender by Supplier \_\_\_\_\_

Time for Receipt of Tender in University \_\_\_\_\_ 26-08-2016 10:00 AM

Time for Opening of Tender \_\_\_\_\_ 26-08-2016 10:30 AM

Offer shall remain open for 60 days from the date of opening.

The tenderer shall quote on free delivery to Consignee at NED University of Engineering and Technology, Karachi including all Taxes.

Item No.	Description of item/specification	Actt. Unit	Total Qty Reqd.	Price in Pak. Rupee
01.	<p><b>PROSPECTUS 2016-17</b></p> <p>Prospectus for the undergraduate programmes of Batch 2016 - 2017</p> <p>94 pages of inner text of four color printing on 90 grams Art Paper.</p> <p>4 pages of Title on 260 grams Art card with Glossy Lamination and Perfect EVA Glue Binding.</p>	Nos.	11,200	

**TERMS AND CONDITIONS**