



**NED UNIVERSITY OF ENGINEERING & TECHNOLOGY  
PROCUREMENT CELL**

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“Say No to Corruption”

**Director Procurement**

No. DP/COS - 113520/ 1595  
January 02, 2018

**Re – Tender Notice**

NEDUET invites sealed bids on single stage one envelope procedure from firms having registration with Income Tax, Sales Tax and Sindh Revenue Board (whichever is applicable) to carry out following:

S#	Tender / Number	Tender Schedule – Date and Time				Tender Fee Rs
		Issue / Sale		Submission	Opening	
		From	To			
1	Renovation of B – Type Flats for Chinese Faculty (B – 4, B – 14 and B – 20) at NED Staff Colony Tender No. PC/NED/DOS/ Renovation/6548/2017	04.01.2018	18.01.2018	19.01.2018 10:00 AM	19.01.2018 10:30 AM	1000/-

**Eligibility Criteria**

- The bidder must have at least 3 years of experience in the relevant field
- Details of turn-over (Including in terms of Rupees) of at least last three years
- Income Tax Certificate (NTN)
- GST Registration Certificate.
- Valid Professional Tax Certificate.

Tender Fee and Bid Security @ 2.5% of bid cost in shape of Payorder should be in favor of Director Finance. Bidding documents can be obtained and shall be submitted in the office of ADP – II as per above schedule. Bidders are requested to give their Best and Final Price as “No Negotiations” is permitted. Bidding Documents containing detailed terms and conditions are available at Websites [www.neduet.edu.pk](http://www.neduet.edu.pk) and [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk).

**Director Procurement**

02/1/18

ISSUED ON: \_\_\_\_\_

ISSUED TO: \_\_\_\_\_

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



## **TENDER DOCUMENT**

**Directorate of Services**

**TITLE OF THE JOB**

**RENOVATION OF B – TYPE FLATS FOR CHINESE FACULTY  
(B – 4, B – 14 AND B – 20) AT NED STAFF COLONY  
PC/NED/DOS/RENOVATION/6548/2017**

# NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

## Directorate of Services

To,

The Director Services  
NED University of Engineering & Technology  
Karachi.

Subject:- **RENOVATION OF B – TYPE FLATS FOR CHINESE FACULTY  
FOR (B – 4, B – 14 AND B – 20) AT NED STAFF COLONY**

1. Having examined the instructions to the tenders, drawings, conditions of contract (General conditions and the conditions of particular application), and specification, bill of quantities and having visited and inspected the site of the above names works. I/We the undersigned offer to carryout, complete the above works/supplies in conformity with said instructions to tenders; conditions of work order/contract, specifications, Bill of Quantities, for the following sums or such other sum as may be ascertained in I accordance with said conditions.

Rs- \_\_\_\_\_/- (Rupees \_\_\_\_\_)

2. We under take if my/our tender is accepted to commence the works within one week of recognized of the works order.
3. We agree to abide by this tender for period of 90 days from the date of opening the same and it shall remain binding upon us and may be accepted at any time before expiration of the said period of 90 days.
4. I/WE understand that you are not bound to accept the lowest or any tender you may receive and you may reject any or all tenders without assigning any reason.

Signature of Contractor/Seal of Firm  
Authorised Representative of Firm

## APPENDIX TO FORM OF TENDER

### (BIDDING DATA)

- |                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (1). Name & Address of Procuring Agency                   | <b>NED University of Engineering &amp; Technology.<br/>Main University road,<br/>Karachi.</b>                                                                                                                                                                                                                                                                                                                                                                                           |
| (2) Brief Description of NIT                              | <b>Renovation Of B – Type Flats For Chinese Faculty<br/>For (B – 4, B – 14 And B – 20) At Ned Staff Colony</b>                                                                                                                                                                                                                                                                                                                                                                          |
| (3) Amount of Bid Security                                | <b>2.50% in shape of Payorder in favor of Director<br/>Finance NEDUET, Karachi.</b>                                                                                                                                                                                                                                                                                                                                                                                                     |
| (4). Period of Bid Validity (days)                        | <b>90 days</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| (5). Time of Completion                                   | <b>One Month</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| (6). Time of Maintenance                                  | <b>Six Months</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| (7). Period of commencement from                          | <b>Within one Week after receipt of letter of intent</b>                                                                                                                                                                                                                                                                                                                                                                                                                                |
| (8). Percentage of retention                              | <b>10% from each running bill</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| (9). Performance Bond                                     | <b>2.50%</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| (10). Retention money retained during maintenance Period. | <b>10% of Total work done amount</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| (11). Minimum amount of Interim Certificate               | <b>50%</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| (12). Deadline for Submission of Bids along with time.    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| (13). Liquidity damages:                                  | <b>(0.1% of the contract amount per day for the<br/>remains un-commenced and un-completed after<br/>due date maximum of 10% and after than<br/>termination of contract</b>                                                                                                                                                                                                                                                                                                              |
| (14). Minimum amount of Interim Certificate               | <b>50%</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| (15). Eligibility                                         | <ul style="list-style-type: none"> <li>- <b>Registration with FBR for Income Tax, Sales Tax in case of procurement of goods, registration with the Sindh Revenue Board in case of Procurement of Works and Services and registration with Pakistan Engineering Council as the case may and are not black listed in any procuring agency or authority.</b></li> <li>- <b>At least three years relevant experience</b></li> <li>- <b>At least three years turnover details</b></li> </ul> |

## 16. Other Terms & Condition

- (a) Under following conditions bid can be rejected**
- (i) Conditional and telegraphic bids/tenders.
  - (ii) Bids not accompanied by bid security of 2.50% of The Bid price and relevant documents mentioned in (b) below)
  - (iii) Bids received after specified date and time.
  - (iv) Bid must be signed, named & stamped by the authorized person of the firm/companies along with authorized letter.
  - (v) Blacklisted firms/companies
  - (vi) If bid quoted without government taxes and duties etc.
- (b) Responsive Bidder is required to submit following documents with their bid:**
- (i) List of similar assignments with cost (mention number of projects with their cost) Under-taken over the past 03 years.
  - (ii) Details of equipment, machineries and transport Owned by firms/contractor. (if applicable).
  - (iii) Financial Statement and income tax returns for the last 03 years.
  - (iv) Affidavit that firm has never been blacklisted.
  - (v) Copy of CNIC / Establishment of Firm/ Company etc.
  - (vi) Proof of Registration of NTN, GST, SRB & PEC. (Whichever is applicable)

- 17.** For any query and clarification about BoQ items and drawings etc. bidder may contact the Directorate of Services in working hours.

**Director Procurement**

## INSTRUCTIONS TO TENDERERS

- a) Director Services, NED University of Engineering & Technology, calls tenders for Renovation of B –Type Flats for Chinese Faculty (B – 4, B – 14 and B – 20) in accordance with Bill of Quantities, attached here to be submitted by or before \_\_\_\_AM on \_\_\_\_, 2017. Tenders cost will not be reimbursed for any cost of any kind whatsoever incurred in connection with preparations and submission of their tenders.
- b) The tender for the each work should be in the sealed envelope bearing name of the work/contractor/firm clearly marked and addressed to Controller of services, NED University of Engineering & Technology, Karachi.
- c) The tender may be delivered in person or sent by registered mail so as to reach on or before the date & time stated above. Any tender received after the stipulated time will not considered regardless of the cause of delay.
- d) All bidders are invited to be present for the opening of the tender on \_\_\_\_, 2017 at \_\_\_\_ A.M. The name of each tenderer and his total contract price only will be read aloud and recorded.
- e) Any tender/tenders with earnest money will not be entertained. Earnest money of the awarding supplier may be return after successful delivery of the furniture. If the supplier fails to supply the quoted/awarded items with in stipulated time his/her work order will be cancelled as per rule and earnest money shall also be forfeited.
- f) Detailed particulars of the work/works can be seen in the Services Department on any working day during the office hours.
- g) Tenders shall be made in the forms supplied therefore, with all items and blanks properly filled in. All data and figures and the signature of persons signing the tender shall be in ink.
- h) All unit prices filled in the schedule of quantities shall be firm. The unit prices against each item of work and estimate amount and all other data called for shall be given.
- i) All prices quoted shall be deemed to include all costs of performing the works, including labour, materials, income tax, duties, octroi charges, royalties permit etc. and no claim whatsoever shall be accepted in case of escalation any or all prices entered in the rate of bid.

- j) The actual sum to be paid to the contractor whose tender is accepted shall be determined by measuring the work actually done or supplying/repairing the actual number of items in accordance with the work order and valuing it at the rates or prices by the contractor in the tender.
- k) "Incase of a discrepancy between the unit price and amount entered for an) item in the schedule of quantities, the unit price will be taken as correct and the amount will be adjusted accordingly when the tender is being examined".
- l) 10% security deposit will be deducted from each bill on the paid amount of the contract, which will be returned after maintenance period of six month s.
- m) The tender must be signed on each and every page by a person (s) authorized to do so.
- n) The samples can be seen on any working day during the office hours.
- o) "Engineer" means the Director Services of the University or any other Engineer appointed by him

## **Director Services**

# NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

Directorate of Services

## Terms & Condition

1. Supply is required within 90 days from the date of letter of award.
2. Inspection: Nominated Inspection Committee will make Inspection of Renovation Work.  
PROVOST/ 05/ DDS(C)/DDS(E)/ADS(C)/ADS( E)
3. 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.
4. Quantities shown in the quotation are approximate and no claim shall be entertained for quantities of executed being 30% more or less than those entered in the B.O.Q.
5. All prices will include all costs of performing the works including labour, material, income tax, GST. Octroi charges. Royalties & transportation etc. as mentioned in B.O.Q.
6. No subletting of all or any part of work will be allowed at any cost I reasons.
7. The supplier will see the sample before quoting the rates.
8. Store will be delivered at NED University, Main Campus.
9. Central Stores and Inspection Officer will issue inspection certificate after inspection through Inspection Committee.
10. If the supply is not found according to the specification and samples provided. v. ill be reject ed at risk and cost of the manufacturer and in case the manufacturer fails to supply the order. the firm will be black listed .
11. Payments: -
  - 11.1 The actual sum to be paid shall be determined by quantifying/measurements or items actually supplied valuing it at the rates/prices quoted in the approved quotations.
  - 11.2 10% security deposit will be retained from each bill up to a period of six months from the date of supply of order.
  - 11.3 Part payment against part supply can be allowed. N/A

*Director Services*



35/c

BOQ for renovation of B Type Flats for Chinese Faculty

S.No.	Description of Items	Qty.	Rate	Amount	Remarks
<b>(A)---AC &amp; REFRIGERATION ITEMS</b>					
04	Supply of Durra Duct/PVC Channel 60x60 mm of ADAMJEE make on copper tubing of 12 units.	100 Fts.			
05	Drain Line PVC pipe 3/4" (white) along with Elbow/Socket, bonding solution and saddles.	340 Fts.			
07	Installation of Air conditioner (Split type) Installation of unit with 10 ft copper tubing with additional copper tubing if required, insulation, internal wiring, PVC drain pipe and Durra Duct, angle brackets including making cuts, holes in the wall and floor etc. And making good the same as required, sealing the holes with sealant etc, complete with all respects and as approved by AC Consultant Committee / Directorate of Services Deptt.	12 Jobs			
<b>Sub Total (A):</b>					
<b>(C)---HARDWARE ITEMS</b>					
13	Laminated Particle Board 8'x4'x 3/4"	17 Sheets			
14	Laminated MDF Board 8'x4'x 3/4"	04 Sheets			
15	Red Murrumtee Wood lipping 3/8"x2"x8'	30 Nos.			
16	Formica 8'x4' (Textured)	04 Sheets			
17	Pertal wood 2"x1"x10'	13 Nos.			
18	Brano Hinges Stainless Steel (5/8"x6')	12 Nos.			
19	Glue (Mow lith) 01 Kg. Polybag	11 Nos.			
20	Drawer Glide-18" Fully Extensible	09 Sets			
21	Handle 6" Stainless Steel	39 Nos.			

*John P. G.*  
28/11/17

*John P. G.*  
28/11/17

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## BOQ for renovation of B Type Flats for Chinese Faculty

S.No.	Description of Items	Qty.	Rate	Amount	Remarks
<b>(C)---HARDWARE ITEMS (Contd.)</b>					
22	Wooden Screw (Adamjee) 2"x8No.	04 Pkts.			
23	Wooden Screw (Adamjee) 5/8"x4No.	12 Pkts.			
24	Wire Nails without Head 1"x20No	01 Kg.			
25	Wire Nails without Head 2"x15No.	01 Kg.			
26	Wire Nails without Head 1 1/4"x17No	01 Kg.			
27	Lac Dana (Best quality) Indian	01 Kg.			
28	Sprit (for polishing)	08 Ltrs.			
29	Acquer ICI	01 Qtr.			
30	Thinner Super	05 Ltrs.			
31	Polishing Colour 200gm. Raw Cena, Burnt Cena, Turkey Amber	03 Nos.			01 each
32	Sand Paper (waterproof Korea) 320 No.	10 Nos.			
33	Sand Paper (waterproof Korea) 120 No.	10 Nos.			
34	Cotton waste For Polishing	10 Pkt			
35	Malmal 01 Meter piece	25 Nos.			
36	Varnish Syntholac (0.75 Ltrs)	02 Cans			
37	Kerosene	04 Ltrs.			
39	LED TV 40" Sony/ Samsung or <i>Equivalent</i>	03 Nos.			
43	Cooking Range with three burners Brand: Singer	03 Nos.			

*[Signature]*  
20/10/12

*[Signature]*  
20-10-2012