

Ref: _____

Dated: _____

TENDER

PURCHASE OF 10 COMPUTERS FOR SHEIKH ZAYED ISLAMIC CENTRE, UNIVERSITY OF KARACHI

Tenders are invited from the firm of repute for the purchase of 10 computers. Further details of items and the terms and conditions are contained in the tender documents which is available from Establishment Section of the Centre on payment of Rs.1000/- each form (Non refundable) in shape of pay-order infavour of Sheikh Zayed Islamic Centre, University of Karachi.

Tender documents should be dropped in the tender box kept in the Establishment Section of the Centre on **June 20, 2011 at 11:30 a.m.** Tender will be opened in presence of the tenderers who may care to be present.

- Tender not accompanied by 2% earnest money will not be entertained.
- The prices should be quoted with the all taxes.
- The suppliers shall have to provide a photocopy of the Sales Tax Registrations.

Competent authority reserves the right to accept any tender or reject any or all tenders as per rules of PPRA, extend the opening date & time without assigning any reason thereof.

The last date of receipt of bid is **June 20, 2011 at 11:30 a.m.**

DIRECTOR
Sheikh Zayed Islamic Centre
University of Karachi

SHEIKH ZAYED ISLAMIC CENTRE
UNIVERSITY OF KARACHI

Ref: No. SZIC/Tender/Import/11

Cost of tender form
Rs. 1000/=(Non refundable)

PURCHASE OF 10 COMPUTERS FOR SHEIKH ZAYED ISLAMIC CENTRE,
UNIVERSITY OF KARACHI

S.NO.	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
01	PROCESSOR : INTEL CORE i3 540 3.06Ghz (4MB CACHE - 2.5 GT/s) MOTHERBOARD : INTEL DH61WW (LGA1155) (DDR3) MEMORY : 2GB DDRIII (1333 BUS) HARD DRIVE : 500GB 3.5" SATA-II 7200RPM OPTICAL DRIVE : DVDRW 22X DL SATA DISPLAY: LCD 18.5" CHASSIS : LEGEND THERMAL HT SUPPORT INPUT DEVICES: KEY BOARD / OPTICAL MOUSE STABILIZER: PUMA/STABIMATIC	10		

INSTRUCTIONS TO BIDDERS

1. Director, Sheikh Zayed Islamic Centre, Karachi calls the sealed tenders, addressed to the "*Director, Sheikh Zayed Islamic Centre, University of Karachi*" for the purchase of computers in accordance with the Specifications & Quantities attached herein to be submitted by on or *before 11:00 a.m. on June 20, 2011*. Tender cost will not be reimbursed for any cost of any kind whatsoever incurred in connection with the preparations and submission of their tenders.
2. The tender should be in the sealed envelop bearing name of the firm clearly marked and addressed to "*Director, Sheikh Zayed Islamic Centre, University of Karachi*".
3. The tenders 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 be considered regardless of the cause of delay.
4. All tenders are invited to be present for the opening of the tender on *June 20, 2011 at 2:30 a.m.* The name of each tenderer and his total bid price only will be read a loud and recorded.
5. In case of a discrepancy between the unit price and amount entered for any item in the schedule of quantities, the unit price will be taken as correct and the total amount will be adjusted accordingly when the tender is being examined.
6. The items are required with in fifteen days. Tenderer 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 fifteen working days after tender acceptance.
7. The tenderer shall quote their firm & final prices, in local currency, on *Sheikh Zayed Islamic Centre* basis for the items strictly according to indicating also where items will be offered for inspection particulars given in the invitation to tender.
8. Tenderers are required to deposit the *earnest money @ 2.0%* in the form of pay order in favour of", *Sheikh Zayed Islamic Centre*".

9. Successful tenderers will be required to deposit with the Purchaser a *Security Deposit* if demanded not exceeding 10% of the total value of contract, before placement of contract.
10. *10% retention money* will be deducted from the bill on the paid amount of the contract, which will be refunded after *completion of warranty period*.
11. The offers shall remain open for *60 days* from the date of opening of tender and *the rates should be inclusive of all taxes, octroi, GST etc.* 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.
12. The purchaser reserves the right to increase/decrease the quantity of the required items already tendered either in full or in part. The purchaser also reserves the right to accept any tender or reject any or all tenders without assigning any reason thereof.
13. The tender must be signed on each and every page by a person(s) authorized to do so.
14. The tenderers shall enclose with their tender a certificate as under, failing which their tender is liable to be considered non-responsive.

Total Amount Rs. _____

(Rupees in word)

_____ Only.

**SIGNATURE OF THE PROPRIETOR
AND RUBER STAMP OF THE COMPANY**