



FATA University

TSD Darra NMD Kohat

Website: www.fu.edu.pk; Email: info@fu.edu.pk

No. 1.21

NOTICE INVITING TENDER / BID

Single Stage One Envelope Procedure

The Program Coordinator, English Access Micro Scholarship Program for Girls Project awarded to FATA University, intends to invite sealed tenders from Sales Tax, Income Tax & KPPRA/PPRA registered Firms/ Suppliers / contractors for the followings.

S.No	Specifications of Tablets
1	<ul style="list-style-type: none">• 32GB Storage, 3GB RAM,• 8 MP, Dual SIM,• Octa-core, 8.7",• 5100 mAh Battery,• 3.5mm, GPS,• Compass, Android• One Year Warranty

The tender documents can be downloaded from the FATA University website: www.fu.edu.pk. The Tender Document Fee of Rs. 1000/ (non-refundable) shall be submitted in the form of Bank Draft in the name of Program Coordinator, FATA University or deposit it in the **Sindh Bank AC No.6100836100. (Branch Code # 0815) Dara Adam Khel Bazar Branch.**

- The Tenders/Bids must be sent through courier and must reach the Treasurer Office, FATA University, TSD Darra Adam Khel, Kohat till **December 22, 2021 at 11:00 AM** and will be opened on the same day at **11:30 AM** in the presence of bidders / representatives at Committee Room of FATA University.
- A Call deposit at the rate of 2% of the bid cost/amount needs to be attached with the Tender/Bid.
- All government taxes shall be deducted from the successful bidder.
- The successful bidder shall supply the tablets within Maximum 30 days after receiving the acceptance letter.
- In case, the supplier fail to supply the PC-tablets within stipulated period of time, his call deposit will be forfeited in favor of FATA University and the supply order will be issued to 2nd lowest bidder.

Program Coordinator
091-5885506



FATA University

TSD Darra Adam Khel, NMD Kohat
Website: www.fu.edu.pk, Email: fataaccess2021@gmail.com

SINGLE STAGE ONE ENVELOPE PROCEDURE

Last date of tender submission: **December 22, 2021 up to 11:00 AM**
Opening date/Venue of tender: **December 22, 2021 up to 11:30 AM**
(Committee Room FATA University)

Price= Rs.1000/-(Non Refundable)

TENDER DOCUMENTS FOR THE PROCUREMENT OF Android Tablets for English Access Micro scholarship Program (Girls) FATA University

Bid documents are available on the FATA University website www.fu.edu.pk

Dated: 06-12-2021

Terms & Conditions

1. INVITATION TO BID

- 1.1 The Program Coordinator – English Access Micro scholarship Program for Girls FATA University invites bids UNDER SINGLE STAGE SINGLE ENVELOPE PROCEDURE for the item as provided in the Tender document.
- 1.1 Bids must be submitted in sealed envelope, indicating its due date on the face of the envelope.
- 1.2 Earnest money @ 2% of the bid cost in the shape of **call deposit** in the name of Program Coordinator – English Access Program for Girls, FATA University, shall be submitted with the tender otherwise the tender documents shall not be entertained.
- 1.3 The quoted prices shall be inclusive **all types of admissible taxes** & valid up to 90 days after submission of the bid.
- 1.4 Program Coordinator – English Access Micro scholarship Program for Girls FATA University, reserves the right to accept or reject any or all tenders in the light of **PPRA/KPPRA Rules**.

INSTRUCTION TO BIDDERS/GENERAL CONDITIONS

Eligible Bidders/Suppliers/Contactors

- 1.1. This Invitation for Bids is open to all Bidder/Suppliers meeting the following requirements:
 - 1.1.1. Duly Registered with Federal Board of Revenue for Income Tax (Active Taxpayers), Sales Tax and KPPRA.
 - 1.1.2. Manufacturer or authorized representative of the manufacturer.

2. Qualifications of the Bidder/Suppliers

- 2.1. The Bidder/Supplier/contractor shall provide documentary evidence that;
 - 2.1.1. The bidder/supplier has financial, technical, supplying, demonstration, fixing etc. capability necessary to perform the contract and has successful performance history in accordance to the nature of supplies in these bidding documents as described in Bill of Quantities.
 - 2.1.2. The bidder/supplier/contractor offering the supplies should provide the dealership authorization certificate of the manufacturer.
 - 2.1.3. The bid must be complete in all technical specifications as specified in the tender documents. If any of the specification, do not meet, the bid will not be considered in the competition, no matter what price is quoted by the bidder.

Obtaining of Bid Documents

The tender documents, having detailed specifications along with Terms & Conditions, can be downloaded from the FATA University website: www.fu.edu.pk. The Tender Document Fee of Rs. 1000/ (non-refundable) shall be submitted in the form of Bank Draft in the name Program Coordinator – English Access Micro scholarship Program for Girls FATA University or deposit it in the **Sindh Bank AC No.6100836100. (Branch Code # 0815) Dara Adam Khel Bazar Branch.**

- Due to Coronavirus pandemics the Tender Documents will not be available in the office of the FATA University but are available on University's website (as mentioned above)

Submission of Bids

- Single stage-one envelope procedure of PPRA/KPPRA will be followed.
- The Tenders/Bids must be sent through courier and must reach the Treasurer Office, FATA University, TSD Darra, NMD Kohat on **December 22, 2021** up to 11:00 AM positively and will be opened on the same day at **11:30 AM** in the presence of bidders / representatives at Committee Room of FATA University.

For the suppliers of IT Equipment:

The following Letter / Certificate must be produce by the successful bidder.

- MAL : Manufacturer Authorization Letter
- Import Certificate
- Genuine Authenticity Certificate

Other Details

- After the bids / quotations are opened, no bidder shall be allowed to revise, propose or request any changes in bid, unless the committee decides to do so.
- The bidder or authorized representative shall sign on each page of the tender document. No corrections and overwriting are allowed.
- ***Bidders are requested to read carefully the terms and conditions and sign the Tender Form in token of having understood and accepted the same in all respects.***
- While quoting the rates, the items should be given numbers as are numbered in the Tender Document.
- The tender Rate shall be in Pak Rupees including **all type of admissible taxes.**
- The Tender Document must specify the Brand name and Model of the item where appropriate. Without specifying the Brand and Model the quotation will not be accepted for that item.
- Bidder is responsible for timely delivery of item. This office will not be responsible for misplacement / tampering / non-attendance delay or any other incident in case the items are not delivered at the designated place & time. In case of any delay on the bidder side, penalty@ 1% for each delayed day maximum to 10 % of the bid cost will be imposed or as decided by the competent authority.
- The bidders should either be the established firm or sole distributor / authorized dealer/ agent / Supplier or Contractor registered with Sales tax KPPRA and Income Tax Department and are included in the Active Tax Payers list.
- **Bidders should preferably have office, workshop facilities and after sales services preferably in Peshawar or Kohat.**
- Time of Delivery of the items will be Maximum 30 days after the date of issuance of supply/work order by the FATA University upon the bidder's own expenses. In case of non-compliance of the work order/acceptance letter, 2% call deposit will be forfeited in favor of FATA University.
- The tender will be opened on **December 22, 2021 at 11:30 AM** at **Committee Room of FATA University, TSD Darra Adam Khel, NMD Kohat**, in the presence of bidders or their representative and procurement committee.

- Responsibility of late delivery will not rest upon this office.
- The Program Coordinator – English Access Micro scholarship Program for Girls FATA University reserves the right to reject all bids at any time prior to the acceptance of bids. The grounds of rejection will be communicated to the bidder(s) upon request. However, the Program Coordinator – English Access Micro scholarship Program for Girls FATA University, shall not be liable to provide any justification of those grounds.
- In case the supplier fails to complete the supply within stipulated period, penalty as per agreement will be imposed and recovered.

DOCUMENTS TO BE SUBMITTED BY THE BIDDERS

- 1. Bidders are required to provide the following documents with the bid for fixing the credibility of the bidders. If any of the following documents is missing, the bid will not be considered for further processing without any intimation to the bidder.**
 - a. Brief Company profile
 - b. Certificate of relevant ownership / dealership / authorized agent
 - c. Number of relevant projects successfully completed
 - d. Income Tax return for the last year
 - e. Sales Tax return for the last year
 - f. Active Tax payers list (current)
 - g. Affidavit on judiciary stamp paper mentioning that you or your firm has never been blacklisted in the past.

English Access Microscholarship Program

S.No	Item Name	Specifications of tablets	<u>Rate in PKR (Including All Govt. Taxes)</u>
1	Android Tablet	<ul style="list-style-type: none"> • 32GB Storage, 3GB RAM, • 8 MP, Dual SIM, • Octa-core, 8.7", • 5100 mAh Battery, • 3.5mm, GPS, • Compass, Android • One Year Warranty 	Rs. _____ per unit

Note:

By signing this agreement, the undersigned acknowledge that he has read and understood, and agree to be bound by, the terms and conditions as outlined in the agreement and confirming that his company/organization terms and condition stand eradicated.

Dated: _____

Name: _____

Designation: _____

Company Name: _____

Contact No: _____

Mailing Address: _____

Bidder/Supplier/Contractor signature and Stamp.