



# **FATA University**

**Darra Adam Khel, FR Kohat**

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## **SINGLE STAGE ONE ENVELOPE PROCEDURE**

Last date of tender submission: **May 08, 2018 up to 2:00 PM**

Opening date of tender: **May 08, 2018 at 2:30 PM**

Price= Rs.500/-

### **TENDER DOCUMENTS FOR THE PROCUREMENT OF DESKTOP COMPUTERS BRANDED, FIELD EQUIPMENT'S (GEOLOGY DEPTT.), SPORTS GEARS, SECURITY ITEMS, CAR PARK SHED AND PRINTING**

(**Note:** Please provide a soft copy of all documents in a USB/CD drive along with hard copy of the offer)

**Document Issued By: Treasurer Office, FATA University, FR Kohat**

**Dated: 19-04-2018**

## Terms & Conditions

### 1. INVITATION TO BID

- 1.1 The Vice Chancellor, FATA University invites bids UNDER SINGLE STAGE ONE ENVELOPE PROCEDURE for the items as per list of items/works provided in the Tender document.
- 1.2 Bids must be submitted in sealed envelope, indicating its due date on the face of the envelope.
- 1.3 Earnest money @ 2% of the quoted items in the shape of **call deposit** in the name of Vice Chancellor, FATA University shall be submitted with the tender otherwise the tender documents shall not be entertained.
- 1.4 The quoted prices shall be inclusive of all types of admissible taxes and all offers shall remain valid for 180 days from the date of opening of bids, until any further extension required by the client.
- 1.5 The Vice Chancellor, FATA University, reserves the right to accept or reject any or all tenders in the light of PPRA Rules.

### INSTRUCTION TO BIDDERS/GENERAL CONDITIONS

#### Eligible Bidders/Suppliers/Contactor

- 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) and Sales Tax.
  - 1.1.2. Manufacturer or authorized representative of the manufacturer.

#### 2. Qualifications of the Bidder/Suppliers

- 2.1.1. The Bidder/Supplier/contractor shall provide documentary evidence that;
- 2.1.2. 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.
- 2.1.3. In case the bidder/supplier/contractor offering the supplies that the bidder/supplier did not manufacture or otherwise produce, the bidder/supplier has been authorized by the manufacturer or producer of such supply; and
- 2.1.4. The bid must be complete in all technical specifications as specified in the tender documents. If any of the specifications, 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

- Tender documents having detailed specifications along with Terms & Conditions can be obtained from the **Vice Chancellor's Secretariat, FATA University, Darra Adam Khel, FR Kohat** on any working day before the due date and time. Those documents are required to be signed and attached with the letterhead of the bidding firm. No corrections/overwriting are allowed.

#### Submission of Bids

- The Bid is open to all the bidders who have minimum three (03) years of experience in Civil work /supplies of similar nature equipment's / Items to government / semi-govt / private company / department.
- Single stage-one envelope procedure of PPRA will be followed.

- Bids must be sent through courier and should reach the office at least half an hour before the scheduled time of opening.

**For the suppliers of IT Equipment's:**

The following Letter / Certificate must be produce along the bid by the successful bidder failure to which the tender for the IT Equipment's will not be considered.

- MAL : Manufacturer Authorization Letter
- Import Certificate
- Genuine Authenticity Certificate
- Hardware / Repairing Lab at Local Areas as specified in tender documents

**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.
- Item(s) should be quoted ANNEXURE-wise separately. Preference will be given to the firm(s) quoting maximum number of Items ANNEXURE WISE. However, FATA UNIVERSITY reserves the right to opt any item/work from any bidder.
- ***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. All or any of the provisions of the terms and conditions may be changed/altered/modified/deleted/added or amended by the University as and when deemed suitable/necessary.***
- While quoting tender rates, the items should be given numbers as are numbered in the Tender Document.
- The tender Rate shall be item wise in Pak Rupees including all type of admissible taxes(Income tax, Sales tax, Stump duty , Professional tax and VET etc)
- 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 bids. This office will not be responsible for misplacement / tampering / non-attendance delay or any other incident in case the bids are not delivered at the designated place & time.
- The bidders should be either established firm or sole distributor / authorized dealer/ agent / Supplier or Contractor registered with Sales 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, Kohat and Islamabad/Rawalpindi.**
- Time of Delivery of all equipment's / items / civil work etc. will be Maximum 30 days after the date of issuance of supply/work order by the FATA University upon the bidder's own expenses.
- The firms conducting, civil work, will have to start work immediately (within one week), after the issuance of work order, otherwise their call deposit will be forfeited and they will not be allowed to participate in any tendering process.
- The tender will be received up to May 08, 2018\_at\_2:00 pm and will be opened on the same day at 2:30 pm in the committee room of the university in the presence of bidders and procurement committee.
- Responsibility of late delivery will not rest upon this office.
- The FATA University, FR Kohat (Competent Authority) reserves the right to increase or decrease the quantity, accept or reject any bid and to stop the bidding

process and reject all bids, at any time prior to award of supply order without incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidders of the ground for such actions.

## 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. Audited report for the last three years(**Not applicable for civil work**)
  - e. Income Tax return for the last three years(**Not applicable for civil work**)
  - f. Sales Tax return for the last three years(**Not applicable for civil work**)
  - g. Active Tax payers list (current)(**not applicable for civil work**)
  - h. Details of offices in Peshawar and Kohat
  - i. Affidavit on judiciary stamp paper mentioning that you or your firm has never been blacklisted in the past.

### 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.*

*Bidder/Supplier/Contractor signature*

Dated: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**DESKTOP COMPUTERS BRANDED, FIELD EQUIPMENT'S (GEOLOGY DEPART.), SPORTS GEARS, SECURITY ITEMS, CAR PARK SHED AND PRINTING**

**ANNEXURE-I**

**PART- A**

**Desktop Computers Branded**

S.No	Item Name	Specifications/Description	Rate in PKR (Including All Govt. Taxes)
1	<b>Core i7 Branded Desktop Computers</b>	<b>Core i7 Branded Desktop Computers (HP / Dell / IBM or Equivalent)</b> <ul style="list-style-type: none"> <li>• Tower Chassis</li> <li>• Intel Core i7 with min. 3.60GHz, 8M Cache, turbo boost, quad core</li> <li>• 16GB (2x 8GB) DDR4 Memory</li> <li>• 1TB 5400 / 7200 RPM SATA</li> <li>• DVD-RW+- Drive</li> <li>• Min. 300 Watt Power Supply with 2x SATA and 2x Traditional Power Connector</li> <li>• Wired Keyboard &amp; Optical Scroll Mouse</li> <li>• 23" FHD (1920 x 1080) LED LCD Monitor with 1x VGA &amp; 1x DP/HDMI/DVI</li> <li>• Ethernet Gigabit LAN 10/100/1000</li> <li>• 3 Year Warranty</li> </ul>	Rs. _____ per unit
2	<b>Core i5 Branded Desktop Computers</b>	<b>Core i5 Branded Desktop Computers (HP / Dell / IBM or Equivalent)</b> <ul style="list-style-type: none"> <li>• Tower Chassis</li> <li>• Intel Core i5 with min. 3.50GHz, 4M Cache</li> <li>• 8GB (1x 8GB) DDR4 Memory</li> <li>• 1TB 5400 / 7200 RPM SATA</li> <li>• DVD-RW+- Drive</li> <li>• Min. 300 Watt Power Supply with 2x SATA and 2x Traditional Power Connector</li> <li>• Wired Keyboard &amp; Optical Scroll Mouse</li> </ul>	Rs. _____ per unit

		<ul style="list-style-type: none"> <li>• 23" FHD (1920 x 1080) LED LCD Monitor with 1x VGA &amp; 1x DP/HDMI/DVI</li> <li>• Ethernet Gigabit LAN 10/100/1000</li> <li>• 3 Year Warranty</li> </ul>	
3	<b>Core i3 Branded Desktop Computers</b>	<b>Core i3 Branded Desktop Computers (HP / Dell / IBM or Equivalent)</b> <ul style="list-style-type: none"> <li>• Micro Tower Chassis</li> <li>• Intel Core i3 with min. 4.00GHz, 3M Cache</li> <li>• 8GB (1x 8GB) DDR4 Memory</li> <li>• 1TB 5400 / 7200 RPM SATA</li> <li>• DVD-RW+- Drive</li> <li>• Min. 300 Watt Power Supply with 2x SATA and 2x Traditional Power Connector</li> <li>• Wired Keyboard &amp; Optical Scroll Mouse</li> <li>• 23" FHD (1920 x 1080) LED LCD Monitor with 1x VGA &amp; 1x DP/HDMI/DVI</li> <li>• Ethernet Gigabit LAN 10/100/1000</li> <li>• 3 Year Warranty</li> </ul>	Rs. _____ per unit

## ANNEXURE-II

### PART - B

#### Field Equipment's (Geology Department)

S.No	Specification	Quantity	Unit Price (PKR) (Including All Govt. Taxes)	Total Amount (Rs.) (Including All Govt. Taxes)
1	<b><u>Geological hammers</u></b>  One forged, For hard rocks, Non-slip, Shock proof hand grip  Overall Length: > 13", Weight: about 650g	15		
2	<b><u>Silva Compass/Ranger with Clinometer</u></b>  Must have 0-360 degrees dial in high visibility color with contrast markings, 2 degree graduations, sighting mirror, map magnifier, built in clinometer, lanyard with adjustable slider and screwdriver.	15		
3	<b><u>GPS</u></b>  Hand held, Pocket size, High accuracy,  Power 2AA, Water proof, sunlight readable high resolution color screen, built in memory, micro SD Card slot.	5		
4	<b><u>Hand Lenses</u></b>  Folding Pocket magnifiers, steel or aluminum body with string.  Magnification Power: 10X, 20X	15		

5	<p><b><u>High resolution digital camera</u></b></p> <p>Dimensions: 113.0 x 66.5 x 39.9 mm. Weight: up to 300 g. 20.3 mega pixels, 35X optical zoom, Focal length: 4.3-151 mm, Contrast-detect Auto Focus, Monitor: 3" LCD with antireflection coating and 6 level brightness adjustment, Media: SD, SDHC, SDXC. File formats: JPEG, MP4 (Video: H.264/MPEG-4 AVC, Audio: AAC stereo)</p> <p>Mechanical and CMOS electronic shutter, Self-timer, Electronically-controlled 3-blade iris diaphragm aperture, Hi-Speed USB connector, One Rechargeable Li-ion Battery, AC Adapter</p> <p><b>Or Latest</b></p>	1		
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**Note: All the above Equipment's should be of international quality brand.**



**ANNEXURE-III****PART - C****Sports Gears**

<b>Sports Gears</b>						
<b>S.No</b>	<b>Name of Item</b>	<b>Specification</b>	<b>Qty.</b>	<b>Type</b>	<b>Unit Price (PKR) (Including All Govt. Taxes)</b>	<b>Total Amount (Rs.) (Including All Govt. Taxes)</b>
<b>Cricket</b>						
1	Cricket Ball	GN/MS/Ihsan/CA Match quality	10	Dozen		
2	Cricket Bat	Ihsan/CA/Somo/English willow	12	Unit		
3	Wickets	CA with stand/Ihsan	5	Sets		
4	Batting pads	Ihsan/CA Double Foam	12	Pairs		
5	Batting Gloves	CA/kokobara/leather Ihasn	15	Pairs		
6	Keeping pads	CA/Ihsan/Double Foam	3	Pairs		
7	Keeping Gloves	Ihsan/CA/Kokobara/Leather	3	Pairs		
8	Thai pads	CA/Ihsan Best Quality	15	Pairs		

9	Chest Pads	CA/Ihsan Best Quality	12	Unit		
10	Cricket Shoes	CA/Ihsan Best Quality	20	Pairs		
11	Cricket Kit	CA/Ihsan/Adidas/white cotton	16	Unit		
12	Kit Bag	CA/12000/raxin/Ihsan	5	Unit		
13	Elbow Pad	CA/Ihsan	10	Pairs		
14	Cricket Net	Parasuit/CA/Ihsan Best quality	2	Unit		
15	Cricket Net Poles	Standard Size	1	Unit		
16	Keeping Inners	CA/Ihsan/ Best quality	5	Pairs		
17	Batting Gloves Inners	CA/Ihsan Best Quality	10	Pairs		
18	Helmet	CA/Ihsan Best Quality	10	Unit		
19	Safe guard	CA/Ihsan Best Quality	15	Unit		

**Football**

20	Football	Total/Leather/Double Star Best Quality	10	Unit		
21	Shin Pads	Best quality	26	Pairs		
22	Keeping Gloves (Foot Ball)	Leather/Best Quality	5	Pairs		
23	Foot Ball Poles	Standard Size	2	Pairs		
24	Goal Net	Parasuit/ Best Quality	4	Pairs		

25	Socks	Cotton/ Best Quality	24	Pairs		
25	football kit	Shirt(half slives) with nekar+em bossed University Name back and front/Safini/Cotton	26	Unit		
26	Whistle	Best quality	5	Unit		
<b>Volley Ball</b>						
27	Volley Ball	Total/Jagga/Leather	10	Unit		
28	Volley Ball Kit	Shirt(slivelless) with nekar+em bossed University Name back and front/Safini/Cotton	16	Unit		
29	Shoes	Service/squash shoes/best quality	16	Pairs		
30	Volley ball Poles	Standard Size	2	Pairs		
31	Volley Ball Net	Bahwalpuri/parasuit/ best cotton	3	Unit		
<b>Badminton</b>						
32	Rackets	hi-qua china/Yonex/	15	Pairs		
33	Badminton Poles	Standard Size	2	Unit		
34	Badminton Net	Nylon/parasuit/best quality	3	Unit		
35	Shuttles	imran/hi-qua china	20	Dozen		
36	Badminton Shoes	Service/squash shoes/best quality	12	Pairs		
37	Badminton Kit	Shirt(half slives) with Nekar+em bossed University Name back and front/Safini/Cotton	12	Unit		
<b>Basket Ball</b>						

38	basket ball Kit	Shirt(sliveless) with Nekar+em bossed University Name back and front/Safini/Cotton	16	Unit		
39	Socks	Cotton/ Best Quality	16	Pairs		
40	Basket Ball Shoes	Specific basket ball shoes best quality	16	Pairs		
41	Basket Ball	Moulten/Wilson	5	Unit		
<b>Hockey</b>						
42	Hockey Stick	metador/graphite/grace/malik	30	Unit		
43	Hockey Shoes	Specific shoes best quality	24	Pairs		
44	Hockey Ball	Millat/Malik/kokobara	20	Unit		
45	Hockey Shin Pads	Best quality	26	Pairs		
46	Hockey Socks	Cotton/ Best Quality	26	Pairs		
47	Hockey Poles	Standard Size	2	Pairs		
48	Hockey Poles Net	parasuit net for hokey best quality	4	Pairs		
49	Track suits	Made of China cloth, upper and lower best quality	100	Unit		

**Note: Sports Gears should be quoted after looking at the quality of samples placed on display at FATA University. The lower quality items to that of the displayed samples will not be accepted.**

## ANNEXURE-IV

### PART - D

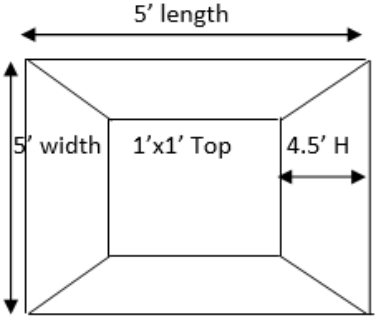

#### Security items

S.No	Item Name	Specifications/Description	<u>Rate in PKR (Including All Govt. Taxes)</u>
1	<b>Walk Through Gate (a)</b>	Weather and dust proof, minimum 06 zones or above, double display (front & back), high sensitivity, standard alarm on LCD/ LED due to medium size metal, approved through international security standard, accurate detection of magnetic, non-magnetic mixed alloy-metal weapons, high detection speed 15m/Sec, high precision, magnetic storage media Country of origin: UK/USA/Europe One year warranty	
2	<b>Walk Through Gate (b)</b>	Weather and dust proof, minimum 20 zones or above, double display (front & back), high sensitivity, standard alarm on LCD/ LED due to medium size metal, approved through international security standard, accurate detection of magnetic, non-magnetic mixed alloy-metal weapons, high detection speed 15m/Sec, high precision, magnetic storage media Country of origin: UK/USA/Europe One year warranty	

# ANNEXURE-V

## PART - E

### Car Park Shed

S. No	Item Specification	Unit	Qty	Unit Rate per Sft (including Tax)	Total Amount (including Tax)	Dome shape
1	<p><b><u>CAR PARKING SHED</u></b></p> <p><b><u>Frame:</u></b> 4 “ dia GI pipe ILL (M) for post, 38 mm x 38 mm MS pipe for frame fixed at 5 feet c/c , and fiber glass sheet of (double ply), including fabrication, erection painting etc. complete in all respects as directed by the Engineer in-charge.</p> <p><b><u>Dome:</u></b> Dome type fiber glass shed with dome of 5’x5’ at bottom and at 1’x1’ at top with height of 4.5’, double ply fiber glass, including fabrication, erection, painting complete in all respects as per drawing and instructions of Engineer In charge.</p>	Sft	Covered area of car park:  1170 Sft  Approximately	900/-	10,53,000 /-	 

We Quoted \_\_\_\_\_%( Above,Below,AT PAR)on the above NSI Item Total Amount Rs:**10,53,000/-**

Quoted amount Rs. \_\_\_\_\_ Amount in Words \_\_\_\_\_



## ANNEXURE-VI

### PART – F

#### Printing of Annual Report

S.No.	Material	Quantity	Rate in Pak Rupees per Copy (including Tax)	Total Amount (including Tax)
1	<b>Annual Report</b> All pages 4 colors; A4 Size, 128 gram Mate Paper, Series wise 80-100 pages. Title cover: 4 colors, Hard Card 300 gram with Mate Lamination, Spot UV and Hard Gum Binding.	150 Copies		
2	<b>Annual Report</b> All pages 4 colors; A4 Size, 128 gram Mate Paper, Series wise 80-100 pages. Title cover 4 colors, Hard Card 300 gram with Mate Lamination, Spot UV and Hard Gum Binding.	200 Copies		
3	<b>Annual Report</b> All pages 4 colors; A4 Size, 128 gram Mate Paper, Series wise 80-100 pages. Title cover 4 colors, Hard Card 300 gram with Mate Lamination, Spot UV and Hard Gum Binding.	300 Copies		