

TENDER PROPOSALS



Tender# G-16/10-01

IT Equipment

NATIONAL TEXTILE UNIVERSITY – FAISALABAD

M/S_____

ADVERTISEMENT AS PUBLISHED IN

PPRA website dated Oct. 20, 2016 and university website. The advertisement is as under:

National Textile University, Faisalabad

Tender Notice No. G-16/10-01

IT Equipment

1. National Textile University, Faisalabad invites two stage-two envelope bids in sealed envelopes from the original Manufacturers, their Authorized Agents/Distributors and GST & Income Tax registered firms for the purchase of the following items. Detail is in the Tender documents.

Sr. #	Item Name	
1	Workstation Computer System C & F basis only	Qty. 01

2. Interested eligible bidders may obtain the Tender Document from the office of Convener Purchase or Tender Document may be downloaded from the official website of NTU (www.ntu.edu.pk). The fee of Tender Document is non-refundable **Rs. 1000/-** (one thousand only). The tender document fee will be accepted in shape of Pay order/Demand Draft **drawn on Faisalabad** in the name of “National Textile University, Faisalabad”.
3. Eligible firms will submit their bids along with **2%** earnest money of the total quoted price in sealed envelope of Financial Bid in the shape of CDR/Bank Draft only in favors of National Textile University, Faisalabad, **drawn on Faisalabad**.
4. Sealed bids should reach in the office of Convener Purchase by or before **12:00 noon on 08-11-2016**. Bids received within the stipulated time and date will be opened by the Purchase Committee in the Meeting Room of NTU Faisalabad on the **same day at 12:30 pm** in the presence of the Bidders or their authorized representatives as per PPRA Rules.
5. The detail of the contact persons is in the tender documents.

Dr. Zahid Rizwan

Convener Purchase

041-9230081-85 (Ext. 159)

National Textile University, Sheikhpura Road, Faisalabad-37610

www.ntu.edu.pk

1. Deadline and Procedure for Bids:

- i. Tender Proposals only on **C&F basis** under “**Two stage-two envelope {PPRA Rule 36(b), rules at the end of this document} (Technical & Financial Bids)** will be received on **08-11-2016 till 12:00** noon in National Textile University, Faisalabad.
- ii. Technical Bids will be opened in presence of authorized representatives of the bidding firms on the same day (**08-11-2016**) at **12:30 pm** at **Meeting Room, National Textile University, Faisalabad.**
- iii. **Only First Quoted Option** will be considered for technical evaluation. Your 2nd, 3rd, 4th,.....option(s)/offer(s) of Workstation Computer System or its any complete or partial part(s) will not be considered for Technical evaluation and will not be included in Financial comparative statement for competition.

2. Bidder's Eligibility and Qualification:

- i. Bidding firm must be registered with tax authorities (Sale Tax & Income Tax) and will submit the certificates of registration.
- ii. Original manufacturer's authorized distributors/sole agents will provide certificate for participation in the tender from their principle manufacturer(s).
- iii. Bidders are required to submit the certificate along with their offer i.e. “Certified that the prices quoted in the tender are firm, final and are not in excess of printed price list of the manufacturer in country of origin and in case of any discrepancy is noticed subsequently bidder hereby undertakes to make goods any loss to the University.”
- iv. An Affidavit duly attested by the Oath Commissioner/Notary Public showing that the **firm is not Black-listed** from any Govt./Semi Govt. Department of the Pakistan.
- v. Bidder will provide Address of nearest office to Faisalabad (mandatory) and Web page address (optional)
- vi. Users list of quoted items for the last **1** years.

3. Sealed Technical & Financial Bid:

- i. Technical & Financial Bids must be sealed (separately) with covering letter. There must be clearly mentioned on each envelope “**Technical proposal**” / “**Financial Proposal**”.

4. Conditional Tender:

- i. Any condition(s) imposed by the bidder will not be accepted.

5. Bid Security (PPRA Rule-25):

- i. Bidders must be accompanied by a Bid Security @ **02%** of the bid price **only and only** in the shape of Pay Order / Demand draft / CDR in favor of National Textile University, Faisalabad. **In case of failure tender document will not be entertained.**

6. Performance Guarantee (PPRA rule 39):

- 7.** An amount of **06%** will be deducted as a performance Guarantee from the bill and shall be retained for the period of **THREE YEARS** from the date of commissioning/installation of Workstation Computer System.

8. Taxes/Duties:

- i. All Govt. Taxes/Duties will be paid by NTU and should not be included in the financial offer.
- ii. All clearing and insurance charges (where applicable) will be paid by NTU and should not be included in the financial offer.

9. Bid Validity Period:

- i. All pricing shall be guaranteed not to increase, based on an order placed. The offer should be valid for 120 days from the date of opening of the tender.

10. Commissioning/Installation/Training:

- i. Commissioning, Installation and testing (at full capacity) of all the Workstation Computer System will be provided by the bidder.
- ii. Training (on site) will be provided by the bidder for the operation, maintenance and troubleshooting etc.

11. Country of Origin and Packing:

- i. The Workstation Computer System must be brand new and complete in all respects with original packing of manufacturer and strictly conforming to the given specifications. Country of origin and model must be mentioned in technical proposal.

12. Prices:

- i. The foreign principles/manufactures/distributors/agents/supplier/bidder should quote price of Workstation Computer System on **C&F** basis at Faisalabad Dry Port OR Faisalabad Air Port.

13. Notification of Award:

- i. The university will award the contract to the successful bidder whose tender has been determined to be substantially responsive and has been determined as the lowest financial proposal.
- ii. In case the offer is withdrawn, amended or revised during the validity period of the tender, the earnest money will be forfeited.

14. Warranty and availability of Spare Parts:

- i. The Workstation Computer System or any part must be **BRANDED** (originally manufactured & assembled) & complete in all respects with original manufacturer's packing and strictly conforming to given specifications. Any used part (inner or outer) will not be accepted.
- ii. There must be a warranty for the period of 03 years for Workstation Computer System otherwise offer will not be considered. Warranty period will be started from the date of *operational work of the* Workstation Computer System *on site*.
- iii. All expenditures {of technical, personnel, any transportation (National/International) or any type of charges of repair/replacement of any part(s) of the item(s)/equipment **during Warrantee period** will be borne by the supplier/bidder.

15. Conformity with the given Specifications:

- i. Workstation Computer System will be inspected at NTU through an authorized Surveyor in the presence of the supplier/their representative. Complete / any part will be rejected if not found according to the given specifications.
- ii. In case any material is found not in conformity with the specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, faulty packing or is short supplied, or wrongly supplied, the supplier will replace the short supplied wrongly supplied, faulty or defective part/material free of charges including transport charges etc. or pay the full cost of replacement.
- iii. In case of failure on the part of supplier to supply the equipment's as per specifications / quantity within the stipulated time (without extension/approval from the competent authority i.e. Rector of NTU), a penalty at least 0.25% but not exceeding 10% per month will be imposed after the approval of competent authority. Tender with any cuttings/correction, over writings and erasing shall not be entertained.

16. Payments:

- i. The Payment will be made on the availability of funds (approvals from Government planning agencies, other relevant authorities and University management). If payment is delayed (from Government planning agencies, other relevant authorities

and University management) due to any reason; no extra interest/mark-up will be paid to the supplier/bidder.

17. Mandatory Signature & Stamp:

- i. Bidder or its authorized representative must sign & stamp each page of the bid documents (technical & financial). Also bidder/supplier will provide the certificate that is provided in this document named as Certificate (Mandatory).

18. Letter of Credit (L./C.):

- i. L./C. will be arranged by the University. All necessary documents for opening LC will be provided by the bidder/supplier, very carefully to avoid any type of confusion/ or delay in supply of items/equipment.

19. Rights of the University:

- i. **If there is any conflict, it is a fundamental term of the Tender that the Bidders acknowledges and accepts that the terms and conditions of the University shall prevail.**
- ii. The University reserves the right to reject any or all bids with assigning reason(s).
- iii. The University reserves the right to ignore or waive off minor irregularities or errors in any offer.
- iv. The University reserves the right to award the Contract to one bidder or divide it among several bidders (where applicable).
- v. The University reserves the right to cancel the offer of the Bidder whose bid has been found financially to be the lowest if it is revealed to the University that the Bidder does not have the capability or financial resources or facilities to carry out the contract in accordance with the terms and conditions of this Tender Documents.
- vi. The University undertakes to use its best endeavors to hold confidential any information provided by you in your tender submission documents. If you wish not to disclose any of the information to other bidders/suppliers/manufacturers etc because of its sensitivity. You should identify/specify (in black and white) reason(s) for its sensitivity.
- vii. The University will display the official comparative statement on the notice board for which such date will be notified to all bidders accordingly.

20. Breach of Contract:

- i. In case of breach of warranty or Contract, the damages suffered by the University shall be recovered from the Contractor out of any payment due to the Contractor and / or in accordance with the terms and conditions of the Contract Performance Bond without notice to the Contractor.

21. Force Majeure:

- i. The Contractor shall not be liable for any additional cost or for liquidated damages for delay or any failure to perform the Contract arising out of force majeure or cause beyond his/her control including acts of God, or of the public enemy. The Contractor shall within ten (10) days from the beginning of such delay notify the University in writing of the causes of the delay. The University shall ascertain the facts and the extent of the delay and extend the time for completing the supplies as in its judgment the findings justify.

22. Legal proceedings:

- i. The law of Pakistan shall govern the contract and the tender documents. Any dispute arising out shall be decided by Competent Authority of the university.

CERTIFICATE (Mandatory)

I (authorized official)..... On behalf of (Company name)solemnly declare that I have read all the terms and conditions of this tender document (Tender No. 16/10-01 for National Textile University Faisalabad), carefully. I also undertake the responsibility that all the given information in tender proposal against the above said tender are correct.

Signature Company stamp. Date: _____

Technical Specifications for Workstation Computer System

Workstation Computer System which must support windows operating system operation on site with following detailed hardware configuration

S\No	Parts	Description	QTY
1	Processor	Intel E5-2600 V4 6 th Generation 10 Core 2.20 GHZ Xeon Service or Higher	02
2		Air cooling kit for dual processor	
3	RAM	512 GB DDR-4 2400 MGH 16X32 GB 16Module	
4	Storage	01 (TB SSDD)	01
		01 TB (SATA)	01
5	Keyboard /Mouse	Optical / USB of similar brand	
6	LED	24" or above	01
7	Warranty	3 years' original manufacturer warranty	
8	Graphic card	4 Gb extra graphic card	01
9	chassis	Must provide 850-watt power supply and proper cooling & exhaust system	

Only branded manufacturer assembled system will be accepted

