

TENDER PROPOSALS



Tender Notice # P-17/08-01

Lab. Equipment

NATIONAL TEXTILE UNIVERSITY – FAISALABAD

M/S _____

This tender was advertised in Daily Nawa-e-Waqet (Aug.14, 2017) & Daily Dawn (Aug.13, 2017), PPRA website dated Aug. 11, 2017 and University website. The Tender advertisement is as under:

National Textile University, Faisalabad

Tender Notice # P-17/08-01

Lab. Equipment

1. National Textile University, Faisalabad invite bids under *two-stage two envelop bidding procedure {PPRA Rule 36(d)}* in sealed envelopes from the Original Manufacturers, their Authorized Agents/Distributors and GST & Income Tax registered firms for the purchase of the following twenty one (21) Lab. Equipment (Quantity one each) on **C&F** basis. Detail is in tender document.

Name of Equipment
1- Mini Ring Machine With Core Yarn Attachment, 2- Mini Ring Machine With Slub Yarn Attachment, 3- Cone To Cone Yarn Twisting Machine, 4- Autoclave, 5- Hydraulic Compression Press, 6- Filament Winding Machine, 7- High Speed Camera, 8- Digital Jacquard Weaving Machine, 9- Sample Warping Machine (Pilot Scale), 10- Multiaxial Weaving Machine (3D Weaving), 11- Sample Rapiet Loom (Pilot Scale), 12- Compression Hosiery Knitting Machine, 13- Whole Garment Knitting Machine, 14- Nanofiber Electrospinning Equipment (Lab-scale), 15- Dynamic Mechanical Analyser (DMA), 16- Thermo-Mechanical Analyser (TMA), 17- Thermo-Gravimetric Analyser (TGA), 18- Guarded Hot Plate, 19- Tumble Dryer, 20- 3-D Body Scanner for Apparel Design, 21- Newton Thermal Manikin System

2. Tender Document may be downloaded from the official website of NTU (www.ntu.edu.pk) or may be obtained from the office of Convener Purchase. 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 should 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 in favor of National Textile University, Faisalabad, **drawn on Faisalabad**.
4. Sealed bids should reach in the office of Convener Purchase by or before **2:00 pm on 30-08-2017**. Bids received within the stipulated time and date will be opened by the Purchase Committee in **Meeting Room of NTU** on the **same day at 2:30 pm** in the presence of the Bidders or their authorized representatives.
5. Bidders may visit the University during working hours (Monday to Friday) or may contact with Dr. Yasir Nawab +92 41 9230081-5 /211 for any technical queries.

Prof. Dr. Zahid Rizwan

Convener, Purchase

041-9230081-85 (Ext. 159)

National Textile University, Sheikhpura Road, Faisalabad-37610

www.ntu.edu.pk

General Information:

- i. National Textile University (NTU), Faisalabad invites sealed bids from original Manufacturers, their Authorized Agents and Suppliers in Pakistan registered with Income Tax & Sales Tax Department for the supply of 21 (Twenty one) Lab. Equipment.
- ii. Tender Document may be downloaded from the official website of NTU (www.ntu.edu.pk) or may be obtained from the office of Convener Purchase. The fee of tender document is non-refundable **Rs.1000/-** (One thousand only). The tender document fee will be accepted in shape of Cash/Pay order/Demand Draft **drawn on Faisalabad** in the name of “National Textile University, Faisalabad”. Tender fee can be submitted in a separate envelope.

1. Deadline and Procedure for Bids:

- i. Tender Proposals under “*two-stage two envelop bidding procedure {PPRA Rule 36(d)}*”, see this rule at the end of this document. Sealed bids should reach in the office of Convener Purchase by or before **2:00 pm on 30-08-2017**
- ii. Bids received within the stipulated time and date will be opened by the Purchase Committee in **Meeting Room of NTU** on the **same day at 2:30 pm** in the presence of the Bidders or their authorized representatives.
- iii. *2nd, 3rd, 4th, .. option(s) of any complete equipment or its any part can be discussed/presented at the time of product presentation.*
- iv. *Here Revised specifications means more detailed and comprehensive specifications as per requirement of NTU*

Revised specifications will be provided by the technical committee after the product presentation/discussion. A sufficient time will be given to the bidders to revise their technical & financial offers as per PPRA rule 36(d).

But *2nd, 3rd, 4th, .. option(s)* will not be applicable after the revised technical specifications. Only first quoted option will be considered for final financial comparative statement for the healthy competition.

- iv. The financial bids will be opened in the presence of representatives of the technically evaluated successful bidding firms. The time, date and venue will be informed in advance to open the financial offers.

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 two 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**”.

How to participate in more than one item (equipment/machine).
Put separate CDR (in financial offer envelope) for each quoted items/equipment

Example: You want to apply in 3 items:

Envelope-1

You will mark this envelop(s) as:

“Offer for item#01(Mini Ring Machine With Core Yarn Attachment)” for

Tender # **P-17/08-01**. This envelope will contain two envelopes marked as

- (A) Technical offer for item# 01 (Mini Ring Machine With Core Yarn Attachment).
- (B) Financial offer for item# 01 (Mini Ring Machine With Core Yarn Attachment).

Envelope-2

“Offer for item#07 (High Speed Camera)” for Tender# **P-17/08-01**.

This envelope will contain two envelopes marked as

- (A) Technical offer for item# 07 (High Speed Camera).
- (B) Financial offer for item# 07 (High Speed Camera).

Envelope-3

“Offer for item#19 (Tumble Dryer)” for Tender# **P-17/08-01**.

This envelope will contain two envelopes marked as

- (A) Technical offer for item# 19 (Tumble Dryer).
- (B) Financial offer for item# 19 (Tumble Dryer).

All 03 sealed envelopes will be packed in a single envelop for delivery. Your this kind effort will speed up and facilitate the further procedure of purchase. Each envelop marked as Item#1, Item#2,must contain all necessary documents related to the participation in the tender.



4. Conditional Tender:

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

5. Bid Security (PPRA Rule-25):

Bidders must be accompanied by a Bid Security @ **02%** of the quoted bid price in the shape of Pay Order / CDR in favor of National Textile University, Faisalabad.

Put separate CDR (in financial offer envelope) for each quoted items/equipment.

In case of failure tender document will not be entertained.

6. Performance Guarantee (PPRA rule 39):

- (i) **C& F basis:** An amount of **06%** will be deposited in the form of Demand Draft / Pay order by the bidder before opening L.C. as a performance Guarantee and shall be retained for the period of **one year** from the date of commissioning/installation. Bank Guarantee from the scheduled bank of Pakistan will also be acceptable but it should be valid for one year from the date of commissioning/installation (shipping time, transportation time and installation time etc. must be excluded to make one year from the date of installation. Also supplier/bidder will provide under taking on judicial paper to renew Bank Guaranty (for the specified period) from the date of installation to the last day of one year.
- (ii) **Letter of Credit (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.

7. 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 will be paid by NTU and should not be included in the financial offer.

8. 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.

9. Commissioning/Installation/Training:

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

10. Country of Origin and Packing:

- i. The equipment/items 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.

11. Prices:

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

NOTE: If you want to quote more than one (01) items/equipment (even from the same factory /manufacturer/foreign supplier etc.) then you have to include/mention the freight of each item independently in the respective financial offer. The bidder/supplier should quote unit price of each main machine/equipment as per listed names and item numbers.

- ii. The bidder/supplier should quote unit price of each optional/compulsory accessory (as per technical specification of the tender), however all such prices will be incorporated in the price of main equipment/machine as named in the given equipment list (01 - 21) for the price comparative statement.

Example: (Serial # 1: Mini Ring Machine With Core Yarn Attachment)

Suppose C&F Price of main machine/equipment	= 100 USD
Suppose C&F Price of accessory #1 (as per requirement of NTU)	= 13 USD
Suppose C&F Price of accessory #2 (as per requirement of NTU)	= 8 USD
Suppose C&F Price of accessory #3 (as per requirement of NTU)	= 5 USD
Total C&F of the main machine/equipment (for financial competition)	= 126 USD

12. Notification of Award:

- i. The university will award the contract to the technically 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*.

13. Warranty and availability of Spare Parts:

- i. The equipment/items 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/component (inner or outer) will not be accepted.
- ii. **Warranty:** support & service (free of cost) should not be **less than one year** otherwise offer will not be considered. Warranty period will be started from the date of *operational work of the equipment on site*.
- iii. All expenditures {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.
- iv. After sale, supply of spare parts must be guaranteed on payment for a period of 2nd and 3th year (after the expiry of Warranty period that is **one** year).

14. Conformity with the given Specifications:

- i. Equipment/items will be inspected at NTU through an authorized Surveyor in the presence of the supplier/their representative. Equipment/or 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, over writings and erasing shall not be entertained.

15. 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.

16. 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).

17. Rights of the University:

- i. The University reserves the right to reject any or all bids with assigning reason(s).
- ii. The University reserves the right to ignore or waive off minor irregularities or errors in any offer.
- iii. **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.**
- iv. The University reserves the right to award the Contract to one bidder or divide it among several bidders. (if 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. Your given reason(s) (for its sensitivity) will be approved the Technical committee of NTU.
- vii. The University will display the official comparative statement on the notice board for which such date will be notified to all bidders accordingly.

18. 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 mentioned without notice to the Contractor.

19. 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.

20. 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.

Price quotation table (sample)

COMPONENT	Price (C & F basis Faisalabad Dry port OR Faisalabad Airport)
Price of Each Item (Please quote separate table of every item/equipment)	
Onsite Training for Personnel (Yes/No)	
Total purchase cost	
Quotation in soft copy/ CD Yes/No	

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.
P-17/08-01) 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: _____

(2) The procuring agency shall incur no liability, solely by virtue of its invoking sub-rule (1) towards suppliers or contractors who have submitted bids or proposals.

(3) Notice of the rejection of all bids or proposals shall be given promptly to all suppliers or contractors that submitted bids or proposals.

34. Re-bidding.- (1) If the procuring agency has rejected all bids under rule 33 it may call for a re-bidding.

(2) The procuring agency before invitation for re-bidding shall assess the reasons for rejection and may revise specifications, evaluation criteria or any other condition for bidders as it may deem necessary.

35. Announcement of evaluation reports.-Procuring agencies shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

36. Procedures of open competitive bidding.- Save as otherwise provided in these rules the following procedures shall be permissible for open competitive bidding, namely:-

- (a) *Single stage - one envelope procedure.*-Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document.
- (b) *Single stage – two envelope procedure.*-
 - (i) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
 - (ii) the envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
 - (iii) initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
 - (iv) the envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the procuring agency without being opened;
 - (v) the procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;

- (vi) during the technical evaluation no amendments in the technical proposal shall be permitted;
 - (vii) the financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
 - (viii) after the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and
 - (ix) the bid found to be the lowest evaluated bid shall be accepted.
- (c) *Two stage bidding procedure.-*

First Stage:

- (i) the bidders shall first submit, according to the required specifications, a technical proposal without price;
- (ii) the technical proposal shall be evaluated in accordance with the specified evaluation criteria and may be discussed with the bidders regarding any deficiencies and unsatisfactory technical features;
- (iii) after such discussions, all the bidders shall be permitted to revise their respective technical proposals to meet the requirements of the procuring agency;
- (iv) the procuring agency may revise, delete, modify or add any aspect of the technical requirements or evaluation criteria, or it may add new requirements or criteria not inconsistent with these rules:

Provided that such revisions, deletions, modifications or additions are communicated to all the bidders equally at the time of invitation to submit final bids, and that sufficient time is allowed to the bidders to prepare their revised bids:

Provided further that such allowance of time shall not be less than fifteen days in the case of national competitive bidding and thirty days in the case of international competitive bidding;

- (v) those bidders not willing to conform their respective bids to the procuring agency's technical requirements may be allowed to withdraw from the bidding without forfeiture of their bid security;

Second Stage:

- (vi) the bidders, whose technical proposals or bids have not been rejected and who are willing to conform their bids to the revised technical requirements of the procuring agency, shall be invited to submit a revised technical proposal along with the financial proposal;
- (vii) the revised technical proposal and the financial proposal shall be opened at a time, date and venue announced and communicated to the bidders in advance; and
- (viii) the revised technical proposal and the financial proposal shall be evaluated in the manner prescribed above. The bid found to be the lowest evaluated bid shall be accepted:

Provided that in setting the date for the submission of the revised technical proposal and financial proposal a procuring agency shall allow sufficient time to the bidders to incorporate the agreed upon changes in the technical proposal and prepare their financial proposals accordingly.

(d) Two stage – two envelope bidding procedure.-

First Stage:

- (i) the bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- (ii) the envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- (iii) initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- (iv) the envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the procuring agency without being opened;
- (v) the technical proposal shall be discussed with the bidders with reference to the procuring agency's technical requirements;
- (vi) those bidders willing to meet the requirements of the procuring agency shall be allowed to revise their technical proposals following these discussions;

- (vii) bidders not willing to conform their technical proposal to the revised requirements of the procuring agency shall be allowed to withdraw their respective bids without forfeiture of their bid security;

Second Stage:

- (viii) after agreement between the procuring agency and the bidders on the technical requirements, bidders who are willing to conform to the revised technical specifications and whose bids have not already been rejected shall submit a revised technical proposal and supplementary financial proposal, according to the technical requirement;
- (ix) the revised technical proposal along with the original financial proposal and supplementary financial proposal shall be opened at a date, time and venue announced in advance by the procuring agency:

Provided that in setting the date for the submission of the revised technical proposal and supplementary price proposal a procuring agency shall allow sufficient time to the bidders to incorporate the agreed upon changes in the technical proposal and to prepare the required supplementary financial proposal; and

- (x) the procuring agency shall evaluate the whole proposal in accordance with the evaluation criteria and the bid found to be the lowest evaluated bid shall be accepted.

37. Conditions for use of single stage two envelope, two stage and two stage two envelope bidding procedures.- Single stage one envelope bidding procedure shall ordinarily be the main open competitive bidding procedure used for most of the procurement. Other appropriate procedures of open competitive bidding shall be selected in the following circumstances, namely:-

- (a) single stage two envelope bidding procedure shall be used where the bids are to be evaluated on technical and financial grounds and price is taken into account after technical evaluation;
- (b) two stage bidding procedure shall be adopted in large and complex contracts where technically unequal proposals are likely to be encountered or where the procuring agency is aware of its options in the market but, for a given set of performance requirements, there are two or more equally acceptable technical solutions available to the procuring agency; and
- (c) two stage two envelope bidding method shall be used for procurement