

**SARDAR BAHADUR KHAN WOMEN'S  
UNIVERSITY**



**Tender Document**  
For  
**SUPPLY OF FURNITURE & FIXTURE AT SUB CAMPUS  
NUSHKI**

**Submission Deadline: 27<sup>th</sup> June, 2022 11:00 A.M**

**Tender Opening: 27<sup>th</sup> June, 2022, 11:30 A.M**

**Venue: Ayesha Hall**

**Note:** The bidder is expected to examine the Bidding Documents carefully, including all instructions, forms, terms, specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

1. Name & Address of the Manufacture \_\_\_\_\_

\_\_\_\_\_

2. Sale Tax Registration No: \_\_\_\_\_

3. Income Tax Registration No: \_\_\_\_\_

4. Telephone No: \_\_\_\_\_

5. Cell No: \_\_\_\_\_ Bank Challan# \_\_\_\_\_

**Campus Director**

Sardar Bahadur Khan Women's University  
Sub Campus Nushki

## **TERMS AND CONDITIONS**

### **1. GENERAL**

- a. The bid shall be evaluated on single stage two envelopes basis, one containing financial and other technical in separate envelopes, together in one envelop for Supply of Furniture & Fixture for Sub campus Nushki
- b. The rates to be quoted shall be inclusive of GST and all taxes.
- c. Sample may be examined by inspection team at SBKWU brewery road Quetta
- d. The quantity can be enhanced/reduced by the competent authority.
- e. Tender form should be filled carefully; cutting/doubling may be avoided. Conditionally tender will not be entertained.
- f. An affidavit on a non-judicial stamp paper valuing Rs.100 (Section I and section II) should be attached with the tender to the effect the firm has never been indulged in any litigation or organization has never been black- listed by any department or organization of the Govt.
- g. Submission of any false statement concealing of information is likely to be disqualify the bidder.
- h. The vender/vendors will be required to provide 2% call deposit. (Refundable) for Supply of Furniture & fixture items of the total value of store to be purchased without which the supply order will not be issued. Banker's cheques are not accepted.

## 2. SCOPE OF SUPPLY

- 2.1 The bidder shall supply items, of the specifications given in the tender document. The bidder shall also be responsible for their installation, compatibility and configuration; free service within the range of the warranty from the date of the Furniture makes warranty functional. All Furniture should be accompanied by service manual separately in English.

## 3. BID PRICE

- 3.1. The bidder shall indicate in his offer, list of furniture with specifications, standard accessories, make and country of origin, the unit price inclusive of all taxes and total bid price of the goods. Price of optional accessories should be quoted separately.
- 3.2. **Taxes levied by the Government and freight charges, if any, shall be paid by the bidder and must be included in the quoted prices.**

## 4. CURRENCIES OF BID

- 4.1. The prices shall be quoted in Pakistani rupees and payment to the successful firm will be made in the same currency.

## 5. BID VALIDITY

- 5.1. The bid shall remain valid and open for acceptance of the purchaser **for a period of 90 days from the specified date of opening.**

## 6. BID EARNEST MONEY

- 6.1 The bidder shall furnish, as part of his bid, earnest money equal to 2% of quoted price with their offer in the form of demand draft/ pay order in favor of **Treasurer, Sardar Bahadur Khan Women's University, and Quetta.** The Demand Draft shall be returned to unsuccessful bidders. The Earnest Money will be forfeited if a bidder withdraws his bid during the period of his bid validity or fails to supply the Furniture's and Fixture ordered by the university.

## 7. DOCUMENTS COMPRISING OF BID

### 7.1. Technical proposal

- . A technically eligible bidder, based on conditions listed in this document, not meeting the 70% pass marks will be rejected in Technical Evaluation, and its sealed/unopened Financial Proposal shall be returned back. All bidders scoring greater than or equal to 70% of the marks

will be accepted in technical proposal, and their financial bids will be opened. The technical proposals shall be evaluated by the technical evaluation committee in the light of following evaluation criteria:

**Eligibility Criteria**

1. Valid NTN No
2. Valid GST No
3. Valid BST No
4. Valid authorized Distributor/Partner/ Reseller
5. Detailed company profile

**Technical Evaluation Criteria:**

S.#	Attributes	Score	Score Distribution
1	<b>Manufacturer's</b>	<b>20</b>	
	Manufacturer, Production Factory,		20
	Seller		10
2	<b>Firm Experience in Years</b>	<b>20</b>	Documentary proof/evidence required
	2 – 3 Years		5
	3 – 5 Years		10
	5- 10 Years		20
3	<b>Projects Completed of similar nature</b>	<b>20</b>	Documentary proof/evidence required
	1 - 2 Projects		5
	2 - 4 Projects		10
	4 - 6 Projects		15
	6 – 8		20
4	<b>Technical Team (Labor with profiles)</b>	<b>10</b>	Detail of Employees with current service letter is required
	1-3 technical employees		3

	3-6 technical employees		6
	6-9 Technical Employees		10
5	<b>Financial Health Certificate of last five years</b>	<b>15</b>	<b>Mandatory</b>
	Sales Tax Registration Certificate	2	<b>Mandatory</b>
	National Tax Number (Certificate)	2	<b>Mandatory</b>
	Non Blacklisted Affidavit on Legal Stamp Paper of Rs. 100/=	5	<b>Mandatory</b>
	Income Tax Annual Returns of last Years	2	
	Annual Turnover in millions	2	
	Bank Statement of Last 1 Year	2	
6	B O Q Compliance	<b>15</b>	Detail specification of required Items as per requirement
	50 %		10
	100 %		20

Minimum 70% marks are required for Technical bid eligibility.

## 7.2. Financial Proposal

### 1. Price Schedule including all taxes

<b>S.#</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE (RS.)</b>	<b>Quantity</b>	<b>TOTAL UNIT PRICE (RS.)</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				
<b>5</b>				
<b>6</b>				
<b>7</b>				
<b>a</b>				
<b>b</b>				
<b>c</b>				
	<b>Total</b>			

## **8. SUBMISSION OF BIDS**

- 8.1. The bids (Single stage, two-envelope (i) Technical Bid (ii) Financial bid on separate envelopes) for Supply of Furniture & Fixture must be delivered in the office of the Director Campus Nushki situated at SBK women's University Brewery road Quetta by **27-06-2022 at 11:00 AM** separately
- 8.2. Technical bid shall be opened on 27<sup>th</sup> June, 2022 @ 11:00 A.M in the presence of bidders or their representative who may attend. Thereafter financial bids of eligible bidders will be opened and date and time will be communicated to eligible venders accordingly.
- 8.3. Any bid after the given deadline for submission of bids shall not be entertained.
- 8.4. Incomplete /conditional tender / quotation will not be accepted

## **9. BID AWARD**

- 9.1. Bid will be awarded according to the PPRA rule single stage two envelopes (Technical & Financial) specifications. Individual prices are required for the owner's inventory purposes.

## **10. BUYER'S RIGHT**

- 10.1. Not with standing anything else contained to the opposing in this Tender Document, SBK Women's University, Quetta reserves the right to cancel/withdraw/ modify fully or partially the 'Invitation for Bids' or to reject one or more of the bids without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.
- 10.2. SBK Women's University reserves the rights to increase and decrease the quantity as per approved by government policy.
- 10.3. The selection criteria will be based on CQBS (Cost Quality Base Selection).

## **11. DELIVERY**

- 11.1. The delivery of Furniture shall be made at **SBK Women's University Sub Campus Nushki.**
- 11.2. Supplier will be responsible for the handling or transportation charges for all required items.

## **MODE OF PAYMENT**

- 11.3. The payment shall be made in the form of cheques, which shall be issued, after receipt of equipment, inspection, installation and operation according to the SBK Women's University Sub Campus Nushki prescribed schedule.
- 11.4. No Advance payment will be made



**GUARANTEE / WARRANTY OF FURNITURE**

11.5. The vender shall furnish Six Month after sales service guarantee/ warranty for supplied Furniture from the date of Supply. In case of Malfunctioning / defect in any Furniture / item, the supplier shall replace them free of cost.

11.6. After Acceptance of bid vender is required to execute agreement on judicial stamp paper.

**CONTACT INFORMATION**

<b>Name &amp; Title</b>			
<b>Company Name</b>			
<b>Address</b>			
<b>City</b>			
<b>Telephone</b>		<b>Fax</b>	
<b>Seal and Signature</b>		<b>Date</b>	

## **BILL OF QUANTITY**

<b>S.No</b>	<b>Description</b>	<b>Requirements</b>	<b>Quantity</b>
1	Library Shelves	<ul style="list-style-type: none"><li>• Strong 6 ft High, 4 feet breadth, and 16-inch width</li><li>• Polished frame</li></ul>	07
2	Students chair with arm	<ul style="list-style-type: none"><li>• Boss or equivalent</li></ul>	200
3	Blinds (Cloths)	<ul style="list-style-type: none"><li>• 7*6 ft window with pipe and fitting</li></ul>	500m
4	Library Chairs	<ul style="list-style-type: none"><li>• Wooden visiting Chairs</li><li>• Seat and Back cushion</li><li>• Shesham wooden frame and Arms</li><li>• High Durability Quality Cloth</li></ul>	20
5	Computer Table and Chair	<ul style="list-style-type: none"><li>• For Computers of Lab and Admin Use</li></ul>	50

Note:- The Bidder will be responsible for providing of sample prior to delivery of item at SARDAR BAHADUR KHAN WOMEN'S UNIVERSITY BREWARY ROAD QUETTA .