

Sr. No. _____

BIDDING DOCUMENT

Tender No: 01/09/2023/FAST-NRPU-20/15752/01
Purchase of NRPU Project Lab Equipment

For

**FAST-NATIONAL UNIVERSITY OF COMPUTER
& EMERGING SCIENCES (FAST-NUCES),
ISLAMABAD**



National University
of computer and emerging sciences

TENDER NOTICE

1. The **Systems Analysis & Flexible Electronics (SAFE) Lab at Islamabad Campus** of the University invites sealed bids from the authorized distributors (With Valid Distribution Certificate)/suppliers/well-reputed firms/service providers registered with Income Tax and Sales Tax Departments and who are on Active Tax Payers List (ATL) of the Federal Board of Revenue, for the purchase of following five (5) items/lab equipment for the mentioned quantities for HEC – NRPU Project Ref. No. 20-15752.

S. #	Name of Item/Equipment	Qty.
I	Dielectric constant meter	01
II.	Screen printer	01
III.	Sensor testing and validity equipment	Misc.
IV.	PC Workstations	02
V.	Consumables	Misc.

2. Bidding shall be carried out by “Single Stage Two Envelope” procedure. Bidding documents containing detailed terms & conditions etc. are available at Room No.112, Block B, First Floor, National University of Computer and Emerging Sciences, A. K. Brohi Road, H-11/4, Islamabad. Tender notice and bidding documents can also be downloaded from www.nu.edu.pk/Events/Details/551 or PPRA website www.ppra.org.pk.
3. The bids having separate sealed envelopes clearly marked as **Technical and Financial Bid**, prepared in accordance with the instructions as mentioned in the bidding document, must reach on or before **Tuesday October 17, 2023, uptill 12:30pm** at Room No.112, Block B, First Floor, National University of Computer and Emerging Sciences, A. K. Brohi Road, H-11/4, Islamabad. **Technical Bids** will be opened on the same day, i.e., **17-10-2023 at 01:00pm** in the presence of bidders/their representatives. The second envelope containing “**Financial Bid**” of technically bidder(s) will be opened later, the date of which will be communicated after the evaluation of Technical Bids.
4. The University reserves the right to accept or reject any/all bid(s) in terms of Section-33 of Public Procurement Rules 2004.

Procurement Officer
FAST – National University of Computer & Emerging Sciences (FAST-NUCES), Islamabad

Annexure A
Terms and Conditions

**FAST-NATIONAL UNIVERSITY OF COMPUTER & EMERGING SCIENCES
(FAST-NUCES), H-11/4, Islamabad
Room No 112, Block B, 1st Floor**

Tender No. 01/09/2023/FAST-NRPU-20/15752/01

**Sub: TENDER DOCUMENT FOR PURCHASE OF LAB EQUIPMENT
(ITEMS)**

"TERMS AND CONDITIONS"

[All pages (BOQs & Terms & Conditions) are mandatory to be signed / stamped. failing which the bid may be rejected.]

1. Any addition, deletion, or modification of any clause of the procurement terms & conditions of Fast-National University of Computer & Emerging Sciences, Islamabad by any vendor will not be acceptable and may lead to rejection of the bid.
2. Original Manufacturer / Authorized Distributors (with valid authorization / distribution certificate)/ Suppliers /well-reputed Firms / Service Providers registered with Income Tax, Sales Tax Department and who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in the tender.
3. Part / Advance payments are not allowed.
4. The exact completion/delivery time from the date of the purchase / work order will be a **maximum** of **60** days. The handing over / completion / installation time is of critical importance.
5. The bid proposal(s) should be inclusive of all the taxes and must be quoted on "FOR Basis" as per BOQs Format [Items deliverable (free of cost)] to SAFE Lab at Fast-National University of Computer & Emerging Sciences, Islamabad.
6. The Payment terms will be for the FOR quoted items; 100% payment will be made after supply and successful inspection of the ordered equipment(s).
7. After the opening of bids Fast-National University of Computer & Emerging Sciences, Islamabad will examine the bids for completeness as per tender document's Terms & Conditions and Technical Specifications (As per BOQ).
8. Purchase order(s) will be awarded to the lowest evaluated bidder according to the nature of BOQs/Compatibility requirements that meet the Technical specifications compliance matrix (Annexure B).
9. Fast-National University of Computer & Emerging Sciences, Islamabad, will follow the PPRA rule of **Single Stage Two Envelope procedure**.

a. The Bid shall comprise two envelopes submitted simultaneously, one called the **Technical Bid** and the other the **Financial Bid**. Both envelopes to be enclosed together in an outer single envelope called the Bid.

b. The Bidder shall prepare **one (1) original** of the Technical Bid and one original of the Financial Bid comprising the Bid and clearly mark it "ORIGINAL - TECHNICAL BID" and "ORIGINAL - FINANCIAL BID". In addition, the Bidder shall submit **one (1) copy** of the Technical and Financial Bid and clearly mark each of them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.

10. Bidders cannot challenge the findings of the evaluation or ask for the reason of disqualification.

11. The bid should be submitted in a sealed envelope up to **October 17, 2023 (Thursday)** on or before **12:30 pm.** and will be opened on the same date at **01:00 p.m.** in the presence of available bidders.

12. The envelope should be marked as under;

Procurement Officer

SAFE Lab - NRPU Project

Room No 112, Block B, 1st Floor, Fast National University of Computer & Emerging Sciences, H-11/4, Islamabad.

13. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation for "**Purchase of Lab Equipment item(s) for NRPU Project #20-15752, FAST-NUCES** "

14. The bid form (BOQs) must be duly filled in, stamped, and signed by the authorized representative of the bidder.

15. If the vendor fails to deliver the goods to Fast-National University of Computer & Emerging Sciences, Islamabad in time then the penalty will be charged as under:

a. 02% per month of the total Purchase Order value.

b. If the vendor fails to deliver the goods / services during the extended period (if granted) then the purchase / work order may be cancelled and bid security may be forfeited.

16. If the delivered goods are not according to the required quality standards / specifications, the same shall be liable to be rejected after inspection. The bidder/vendor would be required to REPLACE as per requirements mentioned in our BOQs at no cost to the FAST-NUCES, otherwise the purchase / work order will be cancelled after the due date with confiscation of bid security AND bidder will bear all cost and expenses **thereof**.

17. All prices should be quoted on **FOR Basis (inclusive of all applicable taxes)**

18. All prices should be valid for at least **60 days**. Withdrawal or any modification of the original offer within the validity period shall entitle FAST-NUCES to forfeit the earnest money in favor of the FAST-NUCES and / or put a ban on such vendor participation in FAST-NUCES tenders / works.

19. It is the sole responsibility of the bidder / agent / supplier / manufacturer to comply with the applicable laws, be national or international.

20. In case of any dispute, the decision of the Rector, FAST-NUCES will be final and binding upon the parties.

21. The FAST-NUCES reserves the right to modify the quantities of goods / services at any time before the award of purchase/ work order.

22. The bidder is required to furnish in form of "Pay Order/Demand Draft/Call Deposit" **02% (Refundable)** of the total value of the bid as Bid Security in favor of " **NUCES - AUTOMATED OPTICAL INSPECTION** ". Any bid not accompanied by Bid Security shall be rejected without any right of appeal.

23. The bid security of 02% should be placed in the Technical Bid Envelope.

24. An amount equal to 02% (in PKR) of the total value of the Purchase Order/Contract Price shall be retained by the Fast-National University of Computer & Emerging Sciences, Islamabad from the payment of successful bidders, on FOR supplied items, for the Warranty Period (if any).

25. The bidder is required to furnish Company Profile, Client List and Detail of similar Projects/Works along with the proposal.

26. Bidder(s) complying with all conditions mentioned in the Tender "**Terms & Conditions**" **Compliance checklist (Annexure-A)** shall be selected for technical and financial evaluation. Bidder(s) not fulfilling any condition of Tender "**Terms & Conditions**" Compliance checklist shall be disqualified and their bids shall be declared non-responsive and shall not be considered for technical & financial evaluation.

27. Fast-National University of Computer & Emerging Sciences, Islamabad reserves the rights to accept or reject the bid if;

- i. Received later than the date and time fixed for tender submission

- ii. The tender is unsigned/ unstamped
- iii. The offer is ambiguous
- iv. The offer is conditional
- v. Offer is made by the unauthorized agent/supplier of the original equipment manufacturer.
- vi. The offer is from a firm, which is blacklisted by any Govt. Office.
- vii. The offer is received by telephone/telex/fax/telegram.
- viii. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
- ix. The Company Profile, client list and detail of similar projects/works is not attached.
- x. Without Guarantee/Warranty of the quoted equipment(s).

28. The bidder should furnish a **CERTIFICATE** (duly attested) on **judicial STAMP PAPER** worth **Rs. 100** as worded below in token of acceptance of all the terms and conditions of the tender. Otherwise, the tender will not be considered under any circumstances.

I / We

• Company / Vendor Name: _____

• Postal Address: _____

• Tel. No: _____

• Mob No. _____

• NTN#: _____

• GST#: _____

The undersigned certifies that our above-named Firm/Company is not blacklisted by any Govt. Office and the terms and conditions as contained in this document, viz **"Terms and Conditions"** are accepted unconditionally.

Sign & Stamp

Note:

1. Please quote the rates on our BOQs and clearly mention the quoted item(s) Make / Model / Country of Origin and Guarantee/Warranty, otherwise your bid / items may lead to rejection.

2. The quoted item(s) should be of the same specs, make/model or their equivalent.
3. In Addition to the filling of the attached BOQs, supporting literature of the quoted model must be attached for verification & technical evaluation of the required specification by the bid evaluation committee. In case of any clash found between the quoted model, and the literature model, the item/bid may be rejected.
4. Please also attach the Certificate supporting being Active Taxpayer as per the requirement of FBR

Annexure B
BOQs for required items

BOQ for Items I to III

Sr. #	Name of Items	Specifications	Qty.	Unit Price	Applicable Taxes	Total Price (Rs.)
I.	Dielectric constant meter	Compact size Absolute precision to $\pm 2\%$, Quick and user-friendly Easy to clean, reliable, and rugged medium and high sensitivity ranges, Repeatability : $\pm 0.2\%$	01			
II.	Screen printer	<ul style="list-style-type: none"> i. Machine Dimensions minimum (W xDx H) 15" x 20" x 5" (0.38m x 0.51m x 0.12m) ii. Controls Mechanical iii. Print Head Manual blade holder with 5" x 3/8" x 3" polyurethane blade iv. Squeegee Drive Manual v. Screen Position Adjustment, Mechanical, $\pm 3^\circ$ rotation (vernier), $\pm 0.25"$ X (μm), $\pm 0.375"$ Y (μm) vi. Screen Frame Bolt-on vii. Operator Interface Manual viii. Configuration Tabletop 	01			
III.	Sensor testing and validity equipment	i. Resistivity meter	01			
		ii. Probe station	01			
		iii. Plastic laser cutting machine	01			

BOQ for Item IV

Sr. #	Name of Items	Specifications	Qty.	Unit Price	Applicable Taxes	Total Price (Rs.)
IV.	PC Workstations	i. Intel Core i3 Processor (10th Generation), 8GB RAM, 256GB SSD, 19" Monitor, Keyboard, Mouse, Pre-installed Windows 10 (Desktop)	01			
		ii. Intel Core i5 Processor (10th Generation), 16GB RAM, 512GB SSD, 14"/15.6" Display, Backlit keyboard, Pre-installed Windows 10 (Laptop)	01			

BOQ for Item V

Sr. #	Name of Items	Specifications	Qty.	Unit Price	Applicable Taxes	Total Price (Rs.)
V.	Consumables	Electronic components/equipment <ul style="list-style-type: none"> • Electronic components kit (resistors, capacitors, inductors, LEDs etc.) 	1 kit			
		<ul style="list-style-type: none"> • AC/DC adaptor with varying output voltage 	03			
		<ul style="list-style-type: none"> • Soldering station 	01			
		<ul style="list-style-type: none"> • Solder wire, paste etc. 				
		<ul style="list-style-type: none"> • De-soldering pump 	01			
		<ul style="list-style-type: none"> • Magnifying glass 	01			
		<ul style="list-style-type: none"> • High Precision Digital multimeters (2 Nos) 	02			
		<ul style="list-style-type: none"> • Wire cutter, plier, and stripper sets 	01 kit			
		<ul style="list-style-type: none"> • Anti-static work mat/ anti-static wrist strap 	01			
		<ul style="list-style-type: none"> • Jumper wires set - Standard double size breadboard with pre-shaped jumper wires 	05 sets			
		<ul style="list-style-type: none"> • Breadboards 	10			
		<ul style="list-style-type: none"> • Screw drivers kit 	01 kit			
		<ul style="list-style-type: none"> • Tweezers kit 	01 kit			

	<ul style="list-style-type: none"> Equipment storage boxes (Large) 	02			
	<ul style="list-style-type: none"> Insulation tape 	10			
	<ul style="list-style-type: none"> OLED Screen (SSD1306 0.96-inch I2C OLED display) 	03			
	<ul style="list-style-type: none"> ESP32 	02			
	<ul style="list-style-type: none"> KEDSUM and JY-MCU Bluetooth Modul 	02			
	<ul style="list-style-type: none"> Arduino Nano 33 BLE 	02			
	<ul style="list-style-type: none"> Arduino UNO 	02			
	<ul style="list-style-type: none"> Raspberry Pi Zero WH 	02			
	<ul style="list-style-type: none"> Raspberry Pi 4 	01			
	<ul style="list-style-type: none"> Coral USB Accelerator 	01			
	<ul style="list-style-type: none"> Paper tape roll 	05			
	<ul style="list-style-type: none"> Insulation tape 	10			
	Materials <ul style="list-style-type: none"> Printed electronics substrate material for micro-meter sensors, 				
	<ul style="list-style-type: none"> High performance (3mΩ/sqr/25μm) screen printed silver paste for hybrid printed electronics, 				
	<ul style="list-style-type: none"> Silver conductive Epoxy adhesive 				

===== END OF DOCUMENT =====