

National University *of Computer & Emerging Sciences*



Karachi Campus

TENDER DOCUMENT

For

NRPU 16322

Prepared by: Procurement Department

TENDER NO: NRPU 16322

BCCI-FAST N.T.N # 0453657-6.

FAST-NUCES being one of the leading educational institutions is an epitome of excellence & eminence. FAST-NUCES enjoys the honor of being the first multi-campus private sector

University of Pakistan established under the Federal Charter. FAST-NUCES Karachi Campus provides quality education, a conducive learning environment and a creative learning experience to its students throughout their academic tenure.

1. SCOPE OF TENDER

FAST-NUCES Karachi Campus is advertising this tender for delivery of following IT equipment's:

S. No.	Item Description		Quantity
1.	Laptop	Core i7	03
2.	Controller Board	ATmega328p	15
3.	Battery (12V,6Ah)	Lithium-Ion Batteries	30
4.	Tri Axial Accelerometer	ADXL345	15
5.	Belt	For placing accelerometer	15
6.	Pedometer	ADXL335	15
7.	Heart Rate Sensor	Polar H10	08
8.	Electrodes		30
9.	RFID Ear Tags	RFID animal plastic hang ear tag for cattle temperature	25
10.	Datalogger		10
11.	Casing		20

EARNEST MONEY

1.1. Submission of tender will be accompanied by earnest money equal to 2% of the amount of tender **ONLY IN THE FORM OF PAY ORDER** in the name of **BCCI-FAST N.T.N # 0453657-6**.

2. TENDER OPENING DATE AND VENUE

2.1. The tender is to be submitted at 12:00 pm at the procurement office. The Procurement Committee FAST-NUCES Karachi in the presence of all the tenderers will open tenders at 02:00 pm on **May 28, 2024**, respectively. This activity will take place in the CS Conference Room of Academic Block 1, FAST-NUCES Karachi Campus.

3. PRICE / RATE

3.1. The tenderers shall indicate the unit price of the goods/services they propose to supply under the Contract. Price mentioned in the bid must be stated as shall be in Pak Rupees inclusive of all prevailing taxes/ warranty/GST etc.

3.2. Incase bidder fails to mention prevailing taxes/GST amount separately; their quoted costs shall be treated as Price inclusive of prevailing taxes/GST. Prices quoted by the Bidder must be fixed and applicable during the Bidder's performance of the contract

and not subject to variation on any account. A bid submitted with variable price will be treated as non-responsive and will be rejected, immediately.

4. VALIDITY OF THE PRICE

4.1. Bids should remain valid for 45 days from the date of submission.

5. MODE OF PAYMENT

5.1. Payment shall be made to the supplier against submission of the delivery documents i.e. Delivery Challan, Sales Tax Invoice. Bill of Entry & Proof of Payment of Duties and Taxes at the time of delivery. After completion of the respective work, the payment may be released after 15 days, accordingly.

5.2. FAST-NUCES shall release Cheese/Pay Order/Demand Draft after 15 days of delivery with adequate documentation subject to satisfactory performance report submitted by the designated FAST-NUCES staff members.

5.3. Payment shall be made according to actual quantities ordered by the Procuring Committee.

6. LOCAL SUPPORT TERMS & CONDITIONS

6.1. Once after placement of the order the vendor has to work in coordination with the campus management to avoid disturbance of any academic activity in the campus.

6.2. The university may cancel the order if the continued work is not satisfactory or as per requirements.

6.3. Any addition or reduction in the order or scope of work by the vendor after placement of order must be communicate to the responsible person.

6.4. FAST-NUCES reserves the right to accept any tender, in whole or in part, or to negotiate further with one or more tenderers. The tenderer selected will be chosen based on value for money. This means premium quality, delivery time and after sales service will be the deciding parameters.

6.5. No amendments to the Tender will be permitted after submission unless requested by FAST-NUCES. Prices and rates quoted within the Tender should be on a fixed basis for the contract period. They should remain fixed for ninety days from the tender close date.

6.6. Unsuccessful bidders will be notified after contract award.

6.7. Any material of a confidential nature submitted by a Tenderer should be clearly marked. All material provided by the Company must be regarded as confidential.

6.8. All correspondence must be in English.

7. CHANGES TO THIS CONTRACT:

7.1. No modification of this Contract will be effective unless it is in writing and signed by authorized representatives of both the FAST-NUCES and the vendor.

7.2. All notices will be in writing and will be given by personal delivery, certified or registered mail addressed as follows:

To the customer: Procurement Committee,
NUCES-FAST
Karachi.

To the Vendor: M/S _____ (Pvt.) Ltd

Karachi,

8. PENALTY CLAUSE

8.1. FAST-NUCES shall impose penalties upon breach of terms & conditions and delayed remedial maintenance as per the following criteria.

Delay	Penalty/ Deduction
<i>Delay in delivery / installation / Order</i>	<i>Per day a deduction of 2% will be made in case of unmatched timelines and compromised quality of products or service or both.</i>

9. ESCALATION:

- 9.1. If FAST-NUCES is not satisfied with the quality & level of services provided by the Supplier, the matter will be escalated in the following manner.
- 9.2. FAST-NUCES will send a memo to the Supplier's head office with documentary evidence for poor quality of service and /or non-compliance of THIS CONTRACT.
- 9.3. The Supplier is bound to give a written reply of this memo within seven days from the date of the memo.
- 9.4. If FAST-NUCES is not satisfied with the reply, then a show-cause notice would be issued to the Supplier for terminating THIS CONTRACT.
- 9.5. The Supplier is again bound to give a written reply of the Show Cause Notice within seven days from the date of show-cause notice released.
- 9.6. After receiving the show cause notice a meeting between FAST-NUCES and Suppliers representatives may be arranged to renegotiate and address the problems.
- 9.7. If both FAST-NUCES and the supplier ceases to reconcile then FAST-NUCES reserves the right to forfeit the Supplier's bank guarantee.
- 9.8. As a result of this termination of Contract, FAST-NUCES also reserves the right to reassign the assignment to another Supplier of their own choice.

10. ASSURANCE

- 10.1. The Supplier will facilitate in claiming warranty/replacement of the supplied items. The vendor will be providing onsite support for any part replacement if required.
- 10.2. The warranty period and terms & conditions of the warranty needs to be communicated in writing.
- 10.3. Each page of the tender/bid document needs to be signed and stamped; otherwise, it will not be considered or accepted.
- 10.4. Incomplete forms will not be acceptable.
- 10.5. In case of any dispute, the decision of the NUCES, FAST Procurement Team will be final and binding on you.

Annexure-A

DECLARATION

1. All the information furnished by me/us here above is true and correct to the best of my/our knowledge and belief.
2. I/we have no objection, if enquiries are made about the work listed by me/us in the accompanying sheets / Annexures.
3. I/We agree that the decision of the Institution in selection of Bidders will be final and binding to me/us.
4. I/We have read and understood the instructions, terms and conditions mentioned in the tender documents/annexures etc. and comply the same. I/we understand that if any false information is detected at a later date, Institute may terminate the assigned contract immediately.
5. I/We have not been found guilty by a court of law in Pakistan for fraud, dishonesty or moral turpitude.
6. I/We have not been blacklisted by Institute or any other organization where I/we have worked. Further, if any of the partners/directors of the organization /firm is blacklisted or having any criminal case against him/them, my/our application shall not be considered. At any later point of time, if this information is found to be false, Institute may terminate the assigned contract immediately.

Place: _____

Dated: _____

SIGNATURE OF THE BIDDER _____

AUTHORISED SIGNATORY _____

NAME & DESIGNATION _____

SEAL OF THE FIRM/ORGANISATION _____

TO BE FILLED BY THE BIDDERS

1. **Name of bidders:** -----

2. **Address:** -----

3. **Phone:** ----- **Mobile** -----

4. **Fax No.** ----- **E-mail:** -----

5. **NIC Tax No.** ----- **Sales Tax No.:** -----

6. **Branches (if any):** I. -----

----- II. -----

----- III. -----

7. **Type of Business:** I. -----

--II. -----

III. -----

8. **Facilities:** I. List of technical staff with qualification and experience

II. Authorization of distribution / dealership -----

III. Any other: -----

9. **Monthly Turn Over:** -----

10. **Previous Experience** (name of organization where said or like equipment supplied/installed/ commissioned):

I. ----- II. -----

III. ----- IV. -----

V. ----- VI. -----

VII. ----- VIII. -----

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Please enclose any supporting document

Name and signature: - -----

Date: -----

Seal: