

TENDER PROPOSAL



Tender# GH.21.09.01

Chemicals / Miscellaneous Items

National Textile University, Sheikhupura Road, Faisalabad-37610
www.ntu.edu.pk

M/S.....

ADVERTISEMENTS OF THE TENDER # PGH.21.09.01

Last date: 20-09-2021

i.	PPRA website dated	02-09-2021
iv	NTU website dated	02-09-2021

Advertisement as it is:

National Textile University, Faisalabad

Tender Notice # GH-21/09-01

Chemicals / Miscellaneous Items

1. National Textile University, Faisalabad invites bids as per PPRA Rule-36(b) on FOR basis in sealed envelopes from the original Manufacturers, Authorized Agents/Distributors, Firms, Suppliers (GST & Income Tax registered) for the purchase of following items. Detail and quantity is in tender document.

Sr. #	Description
A	Different type of chemicals for DOM “ qty. = 14 ”
B	Different type of chemicals for HEC Project “ qty. = 03 ”
C	Different type of chemicals for DAS “ qty. = 06 ”
D	Different type of chemicals “ qty. = 12 ”, Glass wares “ qty. = 24 ” and Miscellaneous items “ qty. = 10 ” for TPD
E	PPRC pipe, T-Joint, Elbow, Socket, Handle Valve etc. and Spray for Horticulture
F	Mattress (Size: 78”x42”x4”) for Single Bed “ qty. = 50 ” for Hostels
G	Different type of paints and miscellaneous items for Civil Work

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. 500/- (Five Hundred 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 favors of National Textile University, Faisalabad, drawn on Faisalabad.
4. **Date, Time and Venue:** Sealed bids should reach in the office of Convener Purchase by or before **02:30 pm** on **20-09-2021**. 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 **03:00 pm** in the presence of the bidders or their authorized representatives.
5. The names of contact persons for any technical queries are given in tender document.

Prof. Dr. Zahid Rizwan

Convener Purchase

041-9230081-85 (Ext. 159)

National Textile University, Sheikhpura Road, Faisalabad-37610

www.ntu.edu.pk

1.	IMPORTANT NOTE
i	Only and only: existing Machine/Equipment/Item /part/accessory which is indicated on the Manufacturer's web/catalogue /brochure with model number/catalogue number will be accepted.
ii	<p>a-Any Special prepared model of Machine/Equipment/Item or its part/accessory to meet the requirement of NTU will not be accepted.</p> <p>b-Any Special prepared model of Machine/Equipment/Item or its part/accessory will be accepted if it is specifically asked/indicated/mentioned in technical specification(s).</p>
iii	<p>a-Any type of alteration /modification to meet the requirement of NTU in any existing model of Machine /Equipment/Item or any part/accessory will not be accepted.</p> <p>b- Any type of alteration /modification to meet the requirement of NTU in any existing model of Machine /Equipment/Item or any part/accessory will be accepted if it is specifically asked/indicated/mentioned in technical specification(s).</p>
iv	The catalogue/brochure of the quoted model must be on the web of principal manufacturer /company etc. Self-made catalogue/brochure by the bidder will be considered as cheating and this attitude can create serious problems (as per PPRA rules) in the business of the bidder.
v	A fake website or a fake advertisement of the quoted model (to make money from NTU or to meet the requirement of NTU) on the genuine web site of the principal manufacturer /company will be considered cheating and the case will be proceeded as per PPRA rules.
vi	Complete machine/equipment/item in its original packing (as in the country of origin) will be accepted. Its any specific part/accessory (locally made) will not be accepted unless categorically mentioned (locally made) in the final technical specifications.
vii	Any part of the equipment/machine (even it is compulsory to make equipment/machine operational) if it is as per requirement of NTU then do not write the word "optional". Please quote optional item separately if categorically requested.
viii	Successful bidder is bound to provide <i>only and only</i> the exact quoted model number of machine/equipment/item. Justification(s) such as: (quoted model is not available right now, its manufacturing for NTU will take long time, it is outdated, company has stopped its manufacturing) will not be accepted. Bidder's offer such as "Latest model with better/similar technical specifications can be delivered in the same price and time" will not be accepted as the bid validity period ie 120 days {clause-9(i)} of this tender document. Situation will be declared as "failure in delivery of machine/equipment/item". Bid Security @ 02% will be forfeited {Tender clause 16(iii)} and case will be forwarded to the blacklisting committee to proceed further as per PPRA rules-19. Blacklisting policy may be downloaded from the NTU web. (https://www.ntu.edu.pk/tender-details.php?id=3102)
ix	<p>NOTE: Whereas a specific brand is indicated, equivalent option should be added as per PPRA rule-10 Snapshot of PPRA rule-10 is as below:</p> <p>10. Specifications.-Specifications shall allow the widest possible competition and shall not favour any single contractor or supplier nor put others at a disadvantage. Specifications shall be generic and shall not include references to brand names, model numbers, catalogue numbers or similar classifications. However if the procuring agency is convinced that the use of or a reference to a brand name or a catalogue number is essential to complete an otherwise incomplete specification, such use or reference shall be qualified with the words "or equivalent":</p> <p><i>*[Provided that this rule shall not apply to procurement made by public sector commercial concerns on the demand of private sector client specifying, in writing, a particular brand, model or classification of equipment, machinery or other objects.]</i></p>
x	END USER CERTIFICATE: will be signed as per terms and conditions of the tender document.
	<p>PHOTOCOPY:--</p> <p>a-Technical bid and Financial bid will be accepted only on the bidder's original letterhead pad with date and signature.</p> <p>b-Photocopy of such document (s) will not be accepted even with original stamp & signature.</p>

	c-Photocopy of such document (s) will not be accepted even the quoted item is 100% similar to the item which is quoted for another department like chemicals, glassware, and expendable supplies etc.
	Bid on original letter head pad writing like specifications as per requirement of NTU will not be accepted. Bidder is bound to write actual product with model and all related specifications which are present on the broacher of the product provided by the manufacturer. Such technical spec will be verified from the provided brochure /catalog /manufacturer official website.
xi	<i>Training</i> <i>(where applicable) of equipment/machine will be on site (at NTU through qualified engineers). Please make sure about the availability of your trainer (local/foreign) to train our lab. Engineers, MS and PhD students as well as faculty members then quote your offer.</i> NOTE: Make sure about the foreign trainer availability (if applicable) as per travel (to Pakistan) rules & regulations of that country before quoting your price.
xii	
2. Deadline and Procedure for Bids:	
i.	Tender Proposals required under PPRA Rule 36(b).
ii.	PPRA Rule 36(b): Single stage two envelope procedure. Technical & Financial Bids must be sealed (separately) with covering letter. There must be clearly mentioned on each envelope “Technical proposal” / “Financial Proposal”. NOTE: 2 nd , 3 rd , 4 th option(s) of any complete item or its any part will not be considered in any case. Only 1 st option will be considered for healthy competition under this rule.
3. Bidder’s Eligibility and Qualification	
i.	Bidding firm must be registered with Govt. tax authorities (Sale Tax & Income Tax etc) and will submit the certificates of registration.
ii.	Original Manufacturer’s /any authorized distributor(s)/sole agents/Firms will provide certificate for participation in the tender from their principle manufacturer(s). NTU may exempt the production of such certificate where applicable.
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 and Karachi (mandatory) and Web page address (mandatory where applicable).
vi.	Users list of quoted items for the last two years.
4. Sealed “Technical & Financial Bid”	
i.	Technical & Financial Bids must be sealed carefully (separately) with covering letter. There must be clearly mentioned on each envelope “Technical proposal” / “Financial Proposal”.
5. Conditional Tender:	
i.	Any condition(s) imposed by the bidder will not be accepted.
6. Bid Security (PPRA Rule-25):	
i.	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 item) for items/equipment. In case of failure tender document will not be entertained. Any markup/profit/interest will not applicable in any case of acceptance/rejection of the bid. However, this amount can be adjusted in Performance Guarantee (PPRA rule 39).
7. Performance Guarantee (PPRA rule 39):	
i.	* FOR basis: An amount of 06% for all serials will not be deducted as a performance Guarantee from the bill. However, bidder will get the certificate from the user (at the time of handing over the items to the user) as stated: All supplied chemicals/items etc are as per given specifications and are without any breakages/cracks/or expiry date. Bidders are requested to hand over the chemicals/items personally instead of luggage carrier/TCS etc. NOTE: An amount of 06% of item (Serial# D-4, item#01 -Weighing balance) will be deducted as a performance Guarantee from the bill and will be retained for 01 year.

8. Taxes/Duties:	
i.	FOR basis: All Govt. Taxes/Duties/Custom clearing charges etc. will be paid by the bidder. Necessary documents will be provided to the bidder for the exemption in Govt. Taxes/Duties etc. (where applicable). The FOR prices, however, shall be reduced to the extent of Taxes/Duties exempted.
ii.	All payments will be made after the supply of quoted items.
iii.	A contract agreement on stamp paper as per the Punjab finance act 2018 (Sr. # 2C(b)) will be signed by the bidder/supplier at the time of supply order. OR any other provincial applicable taxes.
9. Bid Validity Period:	
i.	a-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 in case of PPRA rule 36(b).
10. All Expenditures like: Freight/Loading/Unloading/Commissioning/Installation /Training on site:	
i.	All expenditures like: Freight/Loading/Unloading/Installation/Training (on site for operation, maintenance & troubleshooting etc.) and testing of equipment/item/machine on site will be provided by the bidder.
ii.	All expenditures upto the place of installation at NTU (Faisalabad campus) of item(s) /equipment/machine will be paid by the bidder and this should be included in the bid price.
iii.	Boarding/ lodging/food/refreshment of the persons during supply/installation/and training will not be the responsibility of the NTU.
iv.	i, ii and iii is applicable for the supply based on C & F as well as FOR basis.
11. Country of Origin and Packing:	
i.	The 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. Its any specific part/accessory (locally made) will not be accepted unless categorically mentioned in the final technical specifications.
12. Prices:	
i	FOR prices must be in Pak. rupees. All payments of equipment/ machine(s)/item(s) will be made after the supply, installation, commissioning and operational onsite. NOTE: Whereas a specific brand is indicated, equivalent option should be added as per PPRA rule-10
ii	EXAMPLE-1 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 (advertisement) equipment/item list for the price comparative statement. Example: Serial # A item# xyz Suppose FOR Price of xyz = 100 PKR Suppose FOR Price of accessory #1 (as per requirement of NTU) = 13 PKR Suppose FOR Price of accessory #2 (as per requirement of NTU) = 8 PKR Suppose FOR Price of accessory #3 (as per requirement of NTU) = 5 PKR Total FOR of xyz (for financial competition) = 126 PKR
13. Payments:	
i	The Payment will be made on the availability of funds (approvals from Government planning agencies etc, 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.
14. Warranty:	
i.	Warranty 01 year for (Serial# D-4, item#01 -Weighing balance).
ii.	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.
15. Conformity with given Specifications:	
i.	Equipment/items will be inspected at National Textile University in the presence of the supplier/their

	representative. Equipment/item 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 National Textile University), 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.
16. Notification of Award/Blacklisting:	
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.	The University will display the official comparative statement on the notice board for which such date will be notified to all bidders accordingly.
iii.	In case the offer is withdrawn, amended or revised during the validity period of the tender, failure in the delivery (of machine/equipment/item or its part/accessory), the case will be forwarded to Black listing committee to proceed further for the black listing of firm/company according to the Black listing policy of NTU that is in accordance with the PPRA rule-19. Blacklisting policy may be downloaded from the NTU web. (https://www.ntu.edu.pk/tender-details.php?id=3102)
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. Rights of the University:	
i.	In case of conflicts, it is fundamental that issue will be resolved as per PPRA rule, Govt. of Pakistan.
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. (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.
19. Breach of Contract:	
i.	In case of breach of warranty by the supplier/bidder, the damages suffered by the University shall be recovered from the supplier/bidder out of any payment due to the supplier/bidder and / or in accordance with the terms and conditions of the Contract Performance Bond mentioned without notice to the Contractor.
20. Force Majeure:	
i.	The supplier/bidder 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 or any uncontrollable circumstances. The supplier/bidder 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.
21. 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 as per PPRA rules.
22.	How to participate in more than one item (equipment/item). Put separate CDR (in financial offer envelope) for each quoted items/equipment/machine

Example: You want to apply in 02 items:

(Your kind help will make the purchase smooth and speedy because: the demands are from different departments of the university. These items will be purchased from the different accounts of university through the different file/folders. There will be different technical committees to evaluate the technical bids.)

Envelope-1: “Offer for serial-A, Chemicals” for Tender # **GH-21/09-01.**

This envelope-1 will contain two envelopes marked as

- (A) Technical offer for serial-A, Chemical (item# 01)
- (B) Financial offer for serial-A, Chemical (item# 01)

Envelope-2: “Offer for serial-F (Mattress) for Tender# **GH-21/09-01.**

This envelope-2 will contain two envelopes marked as

- (A) Technical offer for serial-F (Mattress)
- (B) Financial offer for serial-F (Mattress)

All 02 sealed envelopes will be packed in a single envelop for delivery. Your this kind effort will speed up and facilitate the further procedure of procurement. Each envelop marked as **serial #... Item #....** must contain all necessary documents related to the participation in the tender.



For any technical query even for any confusion in understanding tender document/technical specifications, pl contact following persons.

23. Contact Person(s):

S.#-A&B	Dr. Zubair Khaliq:	041-9230081, Ext. 210
C	Dr. Nadeem Nasir:	041-9230081, Ext. 231
D	Dr. Mr. Anjum:	041-9230081, Ext. 202
E	Dr. Zahid Rizwan:	041-9230081, Ext. 159
F	Dr. M. Umair:	041-9230081, Ext. 220
G	Mr. M. Aslam D.D P&D:	041-9230081, Ext. 179

CERTIFICATE (Mandatory)

I (authorized official)..... on behalf of (Company name)solemnly declare that I have read all terms & conditions of this tender document (Tender# **GH-21-09-01**, as well as the blacklisting policy of 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

Date: _____

Company name address & stamp.

THE END