

## TENDER PROPOSAL



**Tender # (G-23.06.01)**

### **Miscellaneous Items and Services for Final Project Display(2023)**

National Textile University, Sheikhupura Road, Faisalabad-37610

[www.ntu.edu.pk](http://www.ntu.edu.pk)

**M/S.....**

## **Introduction:**

The idea of establishing a Textile Institute of world fame was conceived by a group of visionary industrialists in 1954. To realize this idea the Government of Punjab joined hands with the leading textile industrialists to form an Institute of Textile Technology in Faisalabad (then Lyallpur) and provided sixty-two acres of state-owned land free of cost. Kohinoor Industries, Colony Textile Mills, Dawood Foundation and Lyallpur Cotton Mills provided funds to the tune of Rs.2.5 millions, which were utilized for the construction of building and provision of other infrastructure. The Government of U.K. provided the bulk of equipment and machinery, along with the services of experts under Colombo Plan. Field Marshall Muhammad Ayub Khan, the then President of Pakistan, laid the foundation stone of the Institute, on the 12th of October 1959.

A Board of Trustees, with the Minister of Industries as chairman and nominees of the donor companies as members was constituted to manage the affairs of the Institute. In order to meet the recurring expenses of the Institute a Cess was levied by the government on the Textile industry of Pakistan. Later, in 1965, the Institute was granted affiliation by the University of Engineering & Technology, Lahore, and it was renamed as “National College of Textile Engineering”. The first batch of graduate engineers was passed out in 1966. In 1973 the administrative control of the Institute was transferred to Federal Government, and it was renamed as “National College of Textile Engineering”.

In 1992, the college received a comprehensive assistance worth 650 million yen from the Japanese Government, through JICA program, in the form of latest machinery and equipment for all the departments of the Institution. The college was upgraded as National Textile University on 15 November 2002 through promulgation of Ordinance No. CXXIV of 2002 by the President of Islamic Republic of Pakistan.

Ever since its inception National Textile University has been the premier Institute of textile education in the country, meeting the technical and managerial human resource needs of almost entire textile industry of Pakistan. It always retained a close relationship with the industry and industrialists.

## ADVERTISEMENTS OF THE TENDER # G-23.06.01

Last date: 22-06-2023

i.	PPRA website dated	02-06-2023
iv	NTU website dated	02-06-2023

Advertisement as it is:

### National Textile University, Faisalabad

(Federally Chartered Public Sector University)

**Tender Notice # G-23/06-01**

#### **Miscellaneous Items and Services for Final Project Display (2023)**

National Textile University, Faisalabad invites bids as per PPRA Rule-36(b), FOR basis in sealed envelopes from the original Manufacturers, Authorized Agents/Distributors, Firms, Suppliers (GST, PST & Income Tax registered) for the purchase of following items/services for NTU Faisalabad campus. The event will be held, tentatively, from July 10, 2023 to July 19, 2023. Detail is in tender document.

Sr. #	Description	Earnest money (fixed) amount
01	a Graduate Catalogue	Rs. 10,000/-
	b Appreciation Certificates	Rs. 1,100/-
	c Provision of Portable Air Conditioning/Chiller services	Rs. 13,500/-
	d Publicity Material/Media, Backgrounds, Color Inks	Rs.5,500/-
	e Refreshment (for 1000 Persons)	Rs. 3,000/-
	f Annual Dinner Arrangement (for 170 Persons)	Rs. 7,000/-
	g Souvenir Framing, Flower Bouquets, Ribbon for Opening Ceremony, Cable Ties, Adhesive Tapes etc.	Rs. 1,400/-
	h Ramp and Allied Arrangements for Fashion Show	Rs. 10,000/-
	i Seating Arrangements for Fashion Show	Rs. 1,100/-
	j Supply of lunch for jurors (12 persons)	Rs. 700/-
	k Providing and Spreading Floor Covering/Carpet	Rs.5,500/-
	l Digital Photography Services for 10-Day Event	Rs. 4,500/-

**NOTE:** Successful bidder is required to execute the serial # 01 within one week after the purchase order.

2. The Tender will be processed through EPADS (Electronic procurement and disposal system) <https://www.eprocure.gov.pk>. Tender Document may be downloaded from the official website of NTU ([www.ntu.edu.pk](http://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 earnest money (fixed) amount in sealed envelope of Technical Bid as mentioned against each serial in above table in the shape of CDR/Bank Draft in favor 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 **22-06-2023**. 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, Sheikhupura Road, Faisalabad-37610

[www.ntu.edu.pk](http://www.ntu.edu.pk)

1.	<b>IMPORTANT NOTE</b>
i	In case of failure in fulfillment of the supply order/Job order/work order, the case will be proceeded as per PPRA rules. Blacklisting policy may be downloaded from the NTU web. ( <a href="https://www.ntu.edu.pk/tender-details.php?id=3102">https://www.ntu.edu.pk/tender-details.php?id=3102</a> )
ii	<p><b>NOTE:</b> 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><b>10. Specifications.</b> -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>*[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.]</p>
iii	<p><b>PHOTOCOPY:--</b></p> <p><b>a</b>-Technical bid and Financial bid will be accepted only on the bidder's original letterhead pad with date and signature.</p> <p><b>b</b>-Photocopy of such document (s) will not be accepted even with original stamp &amp; signature.</p>

### **SPECIAL CONDITION**

**All bidders/suppliers are requested to participate independently for each item (a to l) Example:**

Financial comparative statement will be prepared among all bidders participated for quoted item a,  
 Financial comparative statement will be prepared among all bidders participated for quoted item b,  
 Financial comparative statement will be prepared among all bidders participated for quoted item c,  
 and so on.....

**NOTE-1:** Supply order/work order will be issued to the lowest bidder in each serial a – l.

**NOTE-2:** Eligible firms/supplier/bidder participating in all items a-l: should submit their bids along with earnest money (fixed) amount independently for each item/s (a to l) as indicated in the advertisement, in sealed envelope of **Technical Bid** in the shape of CDR/Bank Draft in favor of National Textile University, Faisalabad, drawn on Faisalabad.

### **2. Deadline and Procedure for Bids:**

i.	Tender Proposals required under PPRA Rule 36(b).
ii.	<p><b>PPRA Rule 36(b): Single stage two envelope procedure.</b> Technical &amp; Financial Bids must be sealed (separately) with covering letter. There must be clearly mentioned on each envelope “Technical proposal” / “Financial Proposal”.</p> <p><b>NOTE:</b> 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> option(s) of any complete item or its any part will not be considered in any case. Only 1<sup>st</sup> option will be considered for healthy competition under this rule.</p>

### **3. Bidder's Eligibility and Qualification**

i.	Bidding firm must be registered with Govt. tax authorities (GST, PST and Income Tax etc) and will submit the certificates of registration.
ii.	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 the prices will not change in any case.
iii.	An Affidavit duly attested by the Oath Commissioner/Notary Public showing that the firm is <b>not Black-listed</b> from any Govt./Semi Govt. Department of the Pakistan.

iv.	Bidder will provide address of nearest office to Faisalabad (mandatory) and Web page address (mandatory where applicable).																										
<b>4. Sealed “Technical &amp; Financial Bid”</b>																											
i.	Technical & Financial Bids must be sealed carefully (separately) with covering letter. There must be clearly mentioned on each envelope “Technical proposal” / “Financial Proposal”.																										
<b>5. Conditional Tender:</b>																											
i.	Terms and conditions published in this Tender document are final. Any condition(s) imposed by the bidder in contradiction of the published document shall not be accepted.																										
<b>6. Bid Security (PPRA Rule-25):</b>	<p>Eligible firms should submit their bids along with earnest money (fixed) amount, independently/separately for each item (a to l) as indicated below. in sealed envelope of <b>Technical Bid</b> in the shape of CDR/Bank Draft in favor of National Textile University, Faisalabad, drawn on Faisalabad.</p> <p>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.</p> <table border="1"> <thead> <tr> <th>Serial# as in Tender advertisement</th> <th>Fixed amount of earnest money (fixed), Rs.</th> </tr> </thead> <tbody> <tr> <td>a</td> <td>10,000/-</td> </tr> <tr> <td>b</td> <td>1,100/-</td> </tr> <tr> <td>c</td> <td>13,500/-</td> </tr> <tr> <td>d</td> <td>5,500/-</td> </tr> <tr> <td>e</td> <td>3,000/-</td> </tr> <tr> <td>f</td> <td>7,000/-</td> </tr> <tr> <td>g</td> <td>1,400/-</td> </tr> <tr> <td>h</td> <td>10,000/-</td> </tr> <tr> <td>i</td> <td>1,100/-</td> </tr> <tr> <td>j</td> <td>700/-</td> </tr> <tr> <td>k</td> <td>5,500/-</td> </tr> <tr> <td>l</td> <td>4,500/-</td> </tr> </tbody> </table>	Serial# as in Tender advertisement	Fixed amount of earnest money (fixed), Rs.	a	10,000/-	b	1,100/-	c	13,500/-	d	5,500/-	e	3,000/-	f	7,000/-	g	1,400/-	h	10,000/-	i	1,100/-	j	700/-	k	5,500/-	l	4,500/-
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<b>7. Performance Guarantee (PPRA rule 39):</b>	<p>i. Successful bidder shall provide an amount of 06% of the quoted price in the form of CDR/Pay order within the 04 working days after the issuance of the intimation letter along with the contract agreement (A contract agreement on stamp paper as per Punjab Govt. finance act 2018 (Sr. # 2C(b)} will be signed by the bidder/supplier).</p> <p>Supply order will be issued after the fulfillment of the above requirements.</p> <p>Performance guarantee will be returned after the successful completion of the event. All payments will be made after providing all services and supplies.</p>																										
<b>8. Taxes/Duties:</b>	<p>i. <b>FOR basis:</b> Applicable all Govt. Taxes will be paid by the bidder.</p> <p>ii. All payments will be made after the supply of items/services.</p> <p>iii. A contract agreement on stamp paper as per the Punjab finance act 2018 (Sr. # 2C(b), (ie 25 paisas for every one hundred rupees)} will be signed by the bidder/supplier before providing services.</p>																										
<b>9. Bid Validity Period:</b>	<p>i. All pricings shall be guaranteed not to increase, based on an order placed. The offer should be valid for 45 days from the date of opening of the tender in case of PPRA rule 36(b).</p>																										
<b>10. All Expenditures like: Freight/Loading/Unloading/Commissioning/Installation on site:</b>																											

i.	All expenditures like: Freight/Loading/Unloading/Installation/Training (on site for operation, maintenance & troubleshooting during the display days etc.) and testing of equipment/item/machine <b>on site</b> will be provided by the bidder.
ii.	All expenditures upto the place of installation/services at NTU Faisalabad of item(s) /equipment/items/services will be paid by the bidder and this should be included in the bid price.

## 11. Requirement:

- i. The items/services must be according to the specifications provided.

## 12. Prices:

i	<b>FOR</b> prices must be in Pak rupees. All payments of equipment/item(s)/services will be made after the supply, installation, commissioning and operational onsite (ie after the finish of the programme, No advance cash payment / or advance payment through cheque will be made in any case ). <b>NOTE:</b> Whereas a specific brand is indicated, equivalent option should be added as per PPRA rule-10
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### **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/item/serial as named in the given (advertisement) equipment/item list for the price comparative statement.

**Example:** Serial # 01, item# xyz

Suppose FOR basis Price of xyz = 100 PKR

Suppose FOR basis Price of accessory #1 (as per requirement of NTU) = 13 PKR

Suppose FOR basis Price of accessory #2 (as per requirement of NTU) = 8 PKR

Suppose FOR basis Price of accessory #3 (as per requirement of NTU) = 5 PKR

Total FOR basis price 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.
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## 14. Expenditures:

i.	All expenditures {technical, personnel, any transportation, or any type of charges of repair/replacement of any part(s) of the item(s)/equipment etc. during the service period will be borne by the supplier/bidder.
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## 15. Conformity with given Specifications:

i.	Equipment/items/supply etc will be inspected on site (at National Textile University) in the presence of the supplier/bidder/their representative. Equipment/item or any part will be rejected if not found according to the given specifications.
ii.	In case any material/item is found not in conformity with the specifications provided in the tender, either on account of inferior quality, defective workmanship, faulty design, 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/item as per specifications / quantity within the stipulated time, the case will be forwarded to the NTU blacklisting committee (Blacklisting policy can be downloaded from the NTU web.). 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 bidders/suppliers 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/suppliers accordingly.
iii.	In case the offer is withdrawn, amended or revised during the validity period of the tender, failure in the delivery (of equipment/item/service or its part/Accessory), the case will be sent to NTU blacklisting committee. The Blacklisting policy can be downloaded from the NTU web., PPRA rule-19.

**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 at page # 8 of this document named as Declaration 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.

**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 one day 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.

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

**22. Contact Person(s):**

Serail-01	Dr. Zafar Javeed:	041-9230081, Ext. 230
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### **Declaration 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# **G.23.06.01**) as well as 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**