TENDER DOCUMENT FOR PURCHASE OF IT HARDWARE LAB EQUIPMENTS

To be opened on November 6, 2014 at 11:30 A.M. in the Office of **Convener, Tender Opening/Evaluation Committee, University of Haripur**, Hattar Road Haripur.

Name of the Company / Dealer: (Block Letter)

_____

Address of the Company / Dealer: (Block Letter)

_____

_____

Signature and Seal

Telephone No: _____

Fax No:_____

E.mail:_____

Tender Fee of Rs.2000/-(Non Refundable) vide Demand Draft / Pay order No:_____date_____

Earnest Money of Rs._____(Refundable) vide Demand Draft / Pay order No:_____date_____

Date of Submission: _____

Note:

- **Bidders should read these conditions carefully and comply strictly while sending their tenders.**
- **If the Tenderer find any discrepancy, error, or omission in the tender Document he may notify it to the Deputy Treasurer in writing two days before the closing date for Tenders.**
- **The Tender Committee reserves the right to accept or reject any or all quotations/Tenders without giving any reason. The decision of the Tender Committee shall be final and unchallengeable in any court of law.**

General

- All Quotations should reach the undersigned within due date as specified in the advertisement through registered post.
- The submission of quotations by hand is not acceptable. The quotations for each item must be applied on separate and independent sheet.
- Tenders must be enclosed in a properly sealed envelope. Any cutting/ correction in bid will make quotation invalid.
- In case of quoting alternate prices, separate tender shall be purchased.
- The bidder shall mention validity of offer, terms of payment, guarantee/warranty period and schedule of delivery.
- Supply order/ contract will be issued subject to the availability of funds.
- Only Manufacturers / distributors / bona fide dealers of the goods shall give tenders. They shall, therefore, furnish necessary declaration for the same.
- Bidder, interested in bidding for one or more items separately, is allowed to do so. However, purchase committee reserves the right to award tender for accepting the bid for each item or bid of the whole items and can also change the quantity or specification of the purchases.
- The contractor shall notify forth in written form to the tender committee with any change in the constitution of the firm, etc. and such change shall not relieve any former member of the firm, etc., from any liability under the contract.
- The contractor, in respect of the contract, shall accept no new partner/ partners in the firm unless he / they agree to abide by all its terms, conditions and deposits with the purchase committee a written agreement to this affect. The contractor's receipt for acknowledgement or that of any partners subsequently accepted as above shall bind all of them.
- Tenders forms shall be filled in ink or typed. No tender filled in pencil shall be considered.
- The tenderer shall sign and stamp the tender form at each page. (Both side of page)

- Rates shall be written both in words and figures. There should not be errors and / or over-writings. Corrections if any should be made clearly and initiated with dates.
- The contractor shall not assign or sub-let his contract or any substantial part thereof to any other agency.
- The purchase committee reserves the right to accept any tender not necessarily the lowest, reject any tender without assigning any reasons and accept tender for all or anyone or more of the articles for which tenderer has been given or distribute items of stores to more than one firm/ supplier.
- The tender shall remove the rejected articles within 15 days of intimation of rejection, after which purchase committee shall not be responsible for any loss, shortage or damage and shall have the right to dispose of such articles as it thinks fit, at the tenderers risk and on his account.
- The evaluation will be based on the comparison specification/ model/ makes and expiry. University of Haripur reserves the right to choose the specification/ models/ makes at its discretion.

BID price

- The Bidder shall indicate in his offer, list of items with specifications, standard accessories, make and origin, the unit price and total Bid prices of the goods.
- Prices of the optional accessories should be quoted separately. Rates quoted should be F.O.R and C & F, University of Haripur, Haripur.
- Taxes levied by the government, if any, shall be paid by the bidder and must be included in the quoted prices.
- University of Haripur is exempted from the whole of customs duties under to the Ministry of finance, economic affairs statistics and revenue rules.
- In case of supply from local market or from ready stock, security @ 10% of the total bill will be deducted for a period of six months and will be released subject to receiving satisfactory report from the concerned office. While in the case of C & F prices, the call deposit will be considered as security and retained as stated above.
- In case of items supplied from local stock, sales Tax and Income Tax will be deducted from the supplier's bill as per government rules. GST will be refunded subject to the provision of Sale Tax invoice.

Currencies of BID

- The prices shall be quoted in Pakistani rupees in case of F.O.R and foreign currencies in case of C&F,
- Letter of Credit (LC) will be opened by the University for the Import of some items/ equipments in case of C&F.

BID validity

- The Bid will remain valid and open for acceptance of the purchaser for a period of 90 days from the specified date of opening or closing of financial year on the case may be.

Earnest Money

- The Quotation must be accompanied with a call deposit of 2% of the local quoted prices with their offer in the form of demand draft/pay order in favor, of the University of Haripur, (refundable).
- The earnest money shall be denominated in Pakistani rupees and shall be in the form of demand draft, pay order or call deposit, issued by Pakistani bank or branch of a foreign bank, operating in Pakistan,
- In case of alternate prices, earnest money will be based on the maximum quoted price of the same items. The demand draft shall be returned to unsuccessful bidders.
- The earnest money may be forfeited in the following cases:
    i. When tenderer withdraws or modifies the offer, after opening of tender but before acceptance of tender,
    ii. When tenderer does not execute the agreement if any, prescribed within the specified time.
    iii. When the tenderer does not deposit the security money after supply order is given.
    iv. When he fails to commence the supply of the items as per supply order within the time prescribed.

Signing of BIDS

- The person signing the Bids shall initial all the pages of the bid along with official seal/stamp where entries are made.

Dead Line for submission of Bids

- All Bids must reach and be received by the purchaser on or before the prescribed date line during the office hours.

Late BIDS

- Late bids will not be entertained and returned unopened to the Bidder.

Canvassing

- Counseling or canvassing staff or elected representatives by any Tenderer will become liable to disqualification.

Delivery of Equipment / Items

- The items/ equipment (s) will be supplied in packed form and opened in front of the Purchase Committee. The working manuals, circuit diagrams, related literature and computer programs, if any, must accompany the items/ equipment (s) in original.

- The tenderer shall be responsible for the proper packing, so as to avoid damage under normal conditions of transport by sea, rail and road or air and delivery of the material in the good condition to the consignee at destination.
- In the event of any loss, damage, breakage or leakage or any shortage the tenderer shall be liable to make good such loss and shortage found at the checking / inspection of the material by the consignee. No extra cost on such account shall be admissible.
- The goods will be delivered at the destination goo down in perfect condition.
- The supplier, if he so desires may insure the valuable goods against lost by theft, destruction or damage, by fire, flood under exposure to whether or otherwise viz., (war, rebellion, riot, etc.).
- The insurance charges will be borne by the supplier and tendering committee will not be required to pay such charges if incurred.

Performance Security

- Within one week of issuance of the purchase order successful bidders shall furnish to University of Haripur, the performance security bond as per ***Annexure A*** equivalent to 10% of the bid price in the form of bank guarantee, the performance security shall be payable to University of Haripur as compensation for any loss resulting from the suppliers failure to complete its obligation.
- The performance security will be discharged by the University and returned to the supplier after completion of the supplier's performance obligations under the contract.

Forfeiture of Security Deposit

- Security amount in full or part may be forfeited in the following case:
    i. When the terms and conditions of contract is breached.
    ii. When the Tenderer fails to make complete supply satisfactorily.
    iii. Notice of reasonable time will be given in case of forfeiture of security deposit.

The decision of the Purchase Committee in this regard shall be final.

Mode of Payment

- Payment shall be made in the form of cheque which shall be issued after receipt of equipment / items, installation and inspection, according to the following schedule.
    i. 90% payment will be made only after the equipment (s) is fully installed and comes in working condition.
    ii. 10% after three months from the date of commissioning.
- No advance payment will be made. Payments will be made subject to the clearance of account and audit cells.
- The time specified for delivery in the tender form shall be deemed to be the essence of the contract and the successful tenderer shall arrange supplies within the specified period.

- If the supplier requires an extension of time in completion of contractual supply on account of occurrence of any hindrance, he shall apply in writing to the committee, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.

Prices

- Prices charged by the supplier for goods deliver in services performed under the contract shall not exceed the prices quoted the supplier in its bids. The quantity of items to be purchased can be increased / decreased at the approved rates.
- The Purchase Committee reserves the right to consider a total package deal for all or group of some equipment with a total lowest quoted price for the package rather than lowest prices for the individual items.

Standard

- The equipment supplied must be tropical zed and it must be capable of functioning under the climatic conditions of Haipur.
- There shall be no deviation from specification and country of make as provided with each item. In case of any ambiguity in specification/accessories needed for the full functioning of the equipment, the firm must clear it with the Purchase Committee. However, the decision of the Purchase Committee will be final.
- The goods with standard accessories supplied under this contract shall confirm to the standard maintenance in the technical specification along with the set of operational and maintenance manual it will be responsibility of the supplier to quote equipment in complete package.

Training

- The firm supplying the item/ equipment (s) will demonstrate the operation / working of the equipment (s) to the satisfaction of the quarter concerned and provide training if needed.

Calibration of item/equipment

- The approved firm will install the equipment (s) in the presence and satisfaction of the Purchase Committee. In case of any defect in the supplied equipment (s) or if it is not in accordance with the desired specification, the item will be changed at the cost of the supplier.

Guarantee / Warranty

- The Tenderer would give comprehensive onsite warranty / guarantee that the goods / stores / articles would continue to conform to the description and quality as specified for a period of **one year** from the date of delivery of the said goods/stores/articles to be purchased and that notwithstanding the fact that the purchaser may have inspected and/or approved the said goods/stores/article, if during the aforesaid period of one year, the said goods/stores/articles, be discovered not to conform to the description and quality aforesaid or have determined (and the

decision of the Purchase Committee in that behalf will be final and conclusive), the purchaser will be entitled to reject the said goods/stores/articles or such portion thereof as may be discovered not to conform to the said description and quality, on such rejection the goods/articles/stores will be at the seller's risk and all the provisions relating to rejection of goods etc. shall apply.

- The Tenderer shall, if so called upon to do, replace the goods etc., or such portion thereof as is rejection by Purchase Committee, otherwise the tenderer shall pay such damage as may arise by the reason of the breach of the condition herein contained. Nothing herein contained shall prejudice any other right of the Tender Committee in that behalf under this contract or otherwise.
- The tenderer shall also replace machinery and equipments, in case it is found defective which cannot be put to operation due to manufacturing defect, etc. In case of machinery and equipment specified by the Tender Committee, the tenderer shall be responsible from carrying out annual maintenance and repairs on the terms and conditions as may be agreed. The tenderer shall also be responsible to ensure adequate regular supply of spare parts needed for a specific type of machinery and equipments whether under their annual maintenance and repairs rate contract or otherwise. In case of change of model he will give sufficient notice to the Tender Committee who may like to purchase spare parts from them to maintain the machinery and equipments in perfect condition.
- The firm must have a representative office in Peshawar/Islamabad/Lahore, which can be contacted in case of any problem encountered during the working of equipment (s).

Conforming Tender

- A conforming tender is defined as follows:

  i. It is submitted on time.

  ii. It is lodged at the nominated place.

  iii. All required forms are completed.

  iv. Documents are properly signed.

  v. It complies with the tender conditions.

  vi. There are no commercial and contractual qualifications to the tender.

A non-conforming tender is one, which does not satisfy the above requirements and it may be rejected.

Disqualification of Tender

- The tenderer shall observe all relevant statutory and legal requirements when complete the tender. Any Tender engaged in collusion with other tenderers shall be disqualified from tendering.

Delay in Delivery

- In case of extension in the delivery period, the recovery shall be made on the basis of following percentages of value of goods stores / work completion which the tenderer has failed to supply / complete the work.

Conditions with Percentage

- Delay up to one fourth period of the prescribed delivery period @**2.5 %**
- Delay exceeding one fourth but not exceeding half of the prescribed period @**5.0 %**
- Delay exceeding half but not exceeding three fourth of the prescribed period @**7.5 %**
- delay exceeding three fourth of the prescribed period @**10.0 %**
- Fraction of a day in reckoning period in supplies shall be eliminated if it is less than half a day. The maximum amount of shall be 10%.
- The security money shall be refunded immediately after expiry of warranty period provided there is no breach of contract by the supplier and provided there is no outstanding against the tenderer.

Recoveries

Recoveries of liquidated damages, short supply, breakage, rejected articles shall ordinarily be made from bills.

C&F = Cost and freight basis

FOB = Freight on Board

Annexure -A

Performance Bond

To

The Registrar/Director Finance
University of Haripur

Dear Sir,

The AGREEMENT DATE:_____ BETWEEN University of Haripur & M/S _____ NO._____ in consideration of your having concluded a CONTRACT Evidenced by purchase order No. _____Dated._____. With Messer's _____ (supplier) for _____and in consideration of value received from the supplier, we agree and undertake as follows:

1. To make conditional payment of _____or unconditional payments from time to time is called upon totaling the said sum of _____ being 10 % of the contract price mentioned in the said purchase order / agreement upon your written demand (s) without further recourse, questions or reference to the suppliers default in compliance with its obligations, liabilities and responsibilities arising under and in pursuance of the warranties and guarantees committed in the said purchase order / agreement.
2. To accept written intimate (ion) from you is sufficient evidence of default or non compliance as aforesaid in the part of supplier and to make payment accordingly within 15 days of receipt of the written intimations.
3. To keep this guarantee in full force from the date of this guarantee up to two year after the date of installation and successful operation of items/ equipments.
4. No grant of time or other indulgence to or composition or arrangement with supplier in respect of the performance of its obligation under and pursuance of the said agreement / purchase order of any clause thereof, with or without notice to us shall in any manner discharge or otherwise how so ever effect this guarantee and out liabilities and commitments here under.
5. This guarantee should also cover obligations of the supplier so for as the liquidated damages as concerned as provided in agreement / purchase order any recovery on account of liquidated damages shall not reduce the value of 10% provided here in.
6. This guarantee shall be binding on us at our successors in interest and shall be irrevocable.

Yours Faithfully

_____

Name of Person & Designation
Name of Firm/Company

SUPPLY OF ITEMS TO UNIVERSITY OF HARIPUR
Schedule of Rates

To
Deputy Treasurer
University of Haripur,
Hattar Road Haripur
Sir

I/we have gone through, understood fully and declare that I/ we shall abide by the terms and conditions detailed in the tender document for supply of the items required -

My / our rates are as under-

S.#	Item	Description/specification of items	Qty	Unit Price (With All Taxes	Total (With All Taxes)
1	**Logic Analyzer**	Tektronix's or Agilent's or equivalent 32 channel or higher with accessories	1		
2	**Development Boards**	Raspberry PI and Ardunio Uno	1		
		Easy PIC v7 development board	1		
		Microcontroller Trainer MDA-8051 Kit	10		
		Microprocessor Trainer MDA-8086 Ki	10		
3	**Digital Logic Trainer**	KL-300 Digital Logic Trainer with supporting boards	10		
4	**FPGA boards**	XESS XSB-300E	1		
5	**ICs**	2-Input NAND 7400	100		
		2-Input NOR 7402,	100		
		Inverter 7404,	100		
		2-Input AND 7408	100		
		3-Input NAND 7410,	100		
		4-Input NAND 7420,	100		
		2-Input OR 7432,	100		
		2-Input XOR 7486	100		
		2-Input XNOR 74266	100		
		Atmel 89C51	50		
		PIC microcontrollers 16F877,	10		
		Ripple Counter 7439,	10		
		7474 Dual D Type Flip Flops	10		
		7476 Dual JK Type Flip Flops	10		
		7483 Four Bit Binary Adder	10		

		7493 Four Bit Ripple Counter	10		
		74151 (8x1) Multiplexer,	10		
		74155 (3x8) decoder ,	10		
		74157 Quadruple (2 x1) multiplexers,	10		
		74161 four bit synchronuous counter	10		
		74189 (16 x 4) random Access memory	10		
		74194 Bidirectional shift register	10		
		74195 Four Bit Shift Register	10		
6	**Digital Millimeter**	Hand held Digital Multimeter Model# GDM-350B	15		
7	**Bread Board**	400-Point Solderless Breadboard 3.3"Lx2.1"W	5		
9	**Tools and Wires**	Plier , Shear cutters, Wire Stripper, IC chip extractor, "Third hand" tool and wires	2		
10	**Battery**	Battery 9V	10		
11	**Miscellaneous**	LEDs,	2500		
		555 Timer,	25		
		Toggle Switches	25		
		, Push Buttons	25		
		, Buzzer	25		
		SSD	25		
12	**Oscilloscope**	50MHz Digital Oscilloscope Model# GDS-1052-U	5		
13	**Function Generator**	2 MHz F unction Generator Model# SFG-100	5		
14	**DC Power Supply**	DC Power Supply Single Channel Model# GSP-3030D	5		
15	**Linear Circuit Kit**	KL-100, KL-200 Linear Circuit Kit	10		
16	**Experimental Lamp**	Lamp for hardware lab with magnifying lense	2		
17	**Soldering Station**	ST-12 Soldering Tool Kit	2		
18	**Soldering Wire**	Veecome New 0.6MM Diameter Solder Flux Soldering Tin Lead Wire 0.6mm Solder Wire	2		
19	**Air Blower Hot**	Hot Air Blower Gun Max 200ºC 500W	1		
		Alligator Clips	10		

		Test clips	10		
20	**IC's**	Capacitor 0.1µF,	25		
		Capacitor 0.22µF	25		
		Capacitor 0.47µF	25		
		Capacitor 0.68µF	25		
		Capacitor 1µF	25		
		Capacitor 2.2µF	25		
		Capacitor 4.7µF	25		
		Capacitor 10µF	25		
		Capacitor 47µF	25		
		Capacitor 100µF	25		
		Capacitor 470µF	25		
		Capacitor 47pF	25		
		Capacitor 10pF	25		
		Capacitor 100pF	25		
		Capacitor 470pF	25		
		Capacitor 560pF	25		
21	**Diodes, Transistors and Inductors**	Inductor 1MH	25		
		Inductor 10MH	25		
		Inductor 100MH	25		
		Diode 4001	25		
		Diode 1N914	25		
		Transistor 2N3904	25		
		Zener 1N753	25		
		FET 102	25		
22	**Resistors**	Resistor 1Ω(all in 1/4 watt)	50		
		Resistor 2.5Ω	50		
		Resistor 4.7Ω	50		
		Resistor 5.2Ω	50		
		Resistor 10Ω	200		
		Resistor 47Ω	50		
		Resistor 68Ω	50		

		Resistor 100Ω	200		
		Resistor 150Ω	50		
		Resistor 180Ω	50		
		Resistor 200Ω	50		
		Resistor 220Ω	50		
		Resistor 270Ω	50		
		Resistor 300Ω	50		
		Resistor 330Ω	50		
		Resistor 470Ω	200		
		Resistor 560Ω	200		
		Resistor 680Ω	200		
		Resistor 1kΩ	200		
		Resistor 2.2kΩ	200		
		Resistor 2.7kΩ	50		
		Resistor 3kΩ	50		
		Resistor 3.3kΩ	200		
		Resistor 4.7kΩ	100		
		Resistor 5kΩ	100		
		Resistor 5.6kΩ	100		
		Resistor 6.8kΩ	100		
		Resistor 10kΩ	200		
		Resistor 1.5kΩ	100		
		Resistor 22kΩ	100		
		Resistor 47kΩ	200		
		Resistor 68kΩ	50		
		Resistor 100kΩ	200		
		Resistor 180kΩ	100		
		Resistor 200kΩ	100		
		Resistor 220kΩ	100		
		Resistor 390kΩ	100		
		Resistor 500kΩ	100		
		Resistor 560kΩ	100		

		Resistor 580kΩ	100		
		Resistor 1MΩ	100		
		Resistor 10MΩ	100		
		Resistor 5MΩ	100		
23	**Multimedia with accessories**	Lamp free Laser tech. 20,000 hours of life time along with ceiling mount kit	2		
24	**Printers**	(Heavy Duty)	2		
Total in Figure (Including all Taxes)					
Total in Words (Including all Taxes)					

Name of Person & Designation
Name of Firm/Company