**UNIVERSITY MAIN STORE**

**THE UNIVERSITY OF AGRICULTURE, PESHAWAR**



# TENDER NOTICE

Sealed bids are invited from the firms registered with Income Tax, Sales Tax Departments and KPPRA Revenue Authority for the repair & maintenance of research equipments 1. Shaking Incubator, 2. Table Top Centrifuge, 3. Growth Chamber, 4. Autoclave, 5.-20 °C Freezer for the IBGE Department, The University of Agriculture Peshawar. Tender document which include detail of items, and terms & conditions can be downloaded from the UAP website ([www.aup.edu.pk](http://www.aup.edu.pk)) or KPPRA website ([www.kppra.gov.pk](http://www.kppra.gov.pk)) or it may be obtained from the office of undersigned. Tender document fee (**Rs.1000/-**, non-refundable) should be deposited in **Account No.14870007450701** at Habib Bank Limited (HBL), Agriculture University Shopping Centre Branch, Peshawar. Original receipt of tender document fee must be attached with the bid. The bids along with **2% Bid Security** (refundable) in favour of Treasurer should reach the office of undersigned by **Post/Courier** on or before **07.07.2022** by **10:30** **am.** The bids will be opened on the same day at **11:00 am** in the University Main Store, in the presence of bidders or their authorized representatives. In case, the Government declared holiday, the bid will be submitted and opened on the next working day. The bidders are requested to give their best and final prices as no negotiations are expected.

**Store Officer**

091-9221166

**REPAIR & MAINTENANCE OF RESEARCH EQUIPMENTS**

**1. SHAKING INCUBATOR, 2. TABLE TOP CENTRIFUGE, 3. GROWTH CHAMBER, 4. AUTOCLAVE, 5.-20 °C FREEZER FOR THE IBGE DEPARTMENT, THE UNIVERSITY OF AGRICULTURE PESHAWAR.**

Tender Document advertised on 21-06-2022



For Queries/Information if any:

STORE OFFICER Prof. Dr. Iqbal Munir

**Office** Tel:+92-91-9221166 **Office** Tel:+92-91-9221319

**Office** Tel:+92-91-9216572

**TENDER FORM of 09-234/2022**

Subject: repair & maintenance of research equipments 1. Shaking Incubator, 2. Table Top Centrifuge, 3. Growth Chamber, 4. Autoclave, 5.-20 °C Freezer for the IBGE Department, The University of Agriculture Peshawar

Tender cost of the supply Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Earnest money at the @2% on tender cost: Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Percentage to be deducted from the bill: Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time allowed for the completion of supply from

The date of written order to commence supply:

Store Officer

The University of Agriculture,

Peshawar

Issue to M/S.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The sum of Rs.\_\_\_\_\_\_\_\_\_\_\_\_ is forwarded hereby vide call deposit No:\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_ as earnest money. The full value of which is absolutely forfeited to the Vice Chancellor, The University of Agricultural Peshawar or his successor in his office, should I / we in any way default on the supply tendered for and which shall otherwise along with the percentage deducted as specified above be retained to from my / our security deposit for the correct execution or the supply as per conditions of the contract.

I/We certify that I/ We have been and carefully read all the schedule of specifications and conditions of the contact carrying the work tendered for before tendering and hereby agree to avoid by the terms and conditions.

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Supplier

**TERMS & CONDITIONS**

Bidders are requested to read carefully the following terms and conditions and sign the Tender Form in token of having understood and accepted the same in all respects. They are also requested to submit the bid/bids complete in all respects. Tender without earnest money as per section 12 of the KPPRA rules will out-rightly be rejected.

1. **GENERAL**
* Conditional / incomplete tenders will not be accepted
* The bidders must submit affidavit regarding Non-Black Listing/ Bankruptcy (confirming that bidder is not Blacklisted by any Government/Semi Government Organization nor any banking institution) along with their offer, failing which their offer will be rejected
* In case of inferior brand/below specification other than the specifications provided in tender document, the bid will stand rejected
* All Government Taxes are applicable on bills.
* Any bids received after the prescribed date & time for submission of bids shall be returned un-opened to the bidder
* The successful bidders must provide indemnity bond for good quality of items. If the desired items are not found up to the mark, fabricated or refurbished, the bidder should replace it at his own cost within the warranty period with legal action
* No cutting/corrections or interpolation will be allowed in the tender
* Bidder must mention the country of origin of quoted products
* Successful bidder shall be required to sign Contract Agreement with University as per KPPRA Rules
* Conditional/ incomplete tenders will not be accepted
* Telephonic/faxed/telegraphic quotations will not be entertained.
* The bidders must submit the proposals in sealed envelopes by post/courier and as per specified procurement method. By-hand bid will not be accepted.
* The proposal shall preferably be typed in English.
* The envelope(s) should contain the name address and contact details of the addressee and the addressors. **Tender number must be mentioned on the envelope.**
* Telephonic / telexed / faxed / telegraphic quotations will not be entertained.
* The bid shall contain income tax and sales tax, registration certificates and KPPRA Revenue Authority registration. In case if services are required for completion of task).
* The bidder shall submit the original tender documents completed in all respects and keep a copy of the tender for his own record.
* Submit statement of any history of litigation or ongoing.
* The bidder will deposit bid security money with procuring entity equal to 2% of the total value of the bid along with the bid. The inferior brand will be rejected.
* The request for quotation is non-transferable.
* Under the PPRA Rules, the University reserves the right to accept or reject any or all bids with valid reason(s).
* The University may offer for re-biding in case the proposal does not satisfy its professional requirements.

Supplier Initial Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# OTHER CONDITIONS OF CONTRACT

## Payment Clause

Payment shall be made on production of the following documents: -

1. The Supplier/Vendor submits original invoice.
2. Material/Deliverables Receiving Report (in original) signed by the Authorized Representative of Procuring entity in acknowledgement of having received all supplies/deliverables in accordance with the Purchase Order/Contract Agreement.
3. Authenticated sales tax invoice in original as prescribed in the Sales Tax Act 1990 (where applicable).
4. Valid Income Tax Exemption Certificate (where applicable), otherwise Income Tax at current applicable rates shall be deducted from the invoice.
5. A certified copy of Income Tax Registration Certificate.
6. A certified copy of Sales Tax Registration Certificate.
7. A certified copy of KPPRA Revenue Authority KP.

Note: Recovery of all applicable taxes at source should be made as per rules.

## Sub-Letting Contract

The supplier shall not sub-let or assign this Contract or any part thereof without the written permission of the University. In the event of the Service provider sub­letting or assigning this Contract or any part thereof without such permission, the University shall be entitled cancel the Contract and to purchase the goods elsewhere on the supplier account and risk and the supplier shall be liable for any loss or damage which the procuring entity may sustain in consequence of arising out of such purchase.

## Bribes Commission Etc.

Any bribe, commission, gift or advantage given, promised or offered by or on behalf of the Contractor or his partner, agent or servant, or any one on his or their behalf to any officer servant, representative or agent of the procuring entity or any person on its behalf in relation to the obtaining or to the execution of this or any other contract with University, shall in addition to any criminal liability which he may incur, subject the contractor to cancellation of this and all other Contracts and also to payments of any loss or damage resulting from such cancellation; and the University shall be entitled to deduct the amounts so payable from any moneys, otherwise due to the supplier under this or any other Contract.

## Force Majeure

The term "Force Majeure" as employed herein shall mean acts of God, strikes, lock­out or other industrial disturbances, acts of public enemy, wars, blockades, insurrection, riots, epidemics, landslides, earthquakes, storms, lightning, floods, washouts, civil disturbances, explosions and any other similar events, not within the control of either Party and which by the exercise of due diligence neither Party is able to overcome.

If either Party is temporarily unable by reason of Force Majeure to meet any of its obligations under the Agreement, and if such Party gives to the other Party written notice, of the event within fifteen (15) days after its occurrence, such obligations of the Party, as it is unable to perform by reason of the event, shall be suspended for as long as the inability continues. Neither Party shall be liable to the other Party for loss or damage sustained by such other Party arising from any event referred to as Force Majeure or delays arising from such event. Force Majeure shall not include insufficiency of funds or failure to make any payment required under the Agreement.

## Dispute Resolution

The University shall constitute a Committee consisting of odd number of persons with proper powers and authorizations to redress complaints of bidders that may arise prior to issuance of Purchase Order/contract agreement, in accordance with the PPRA Rules 2014.If a bidder is not satisfied with the decision of the Committee, he may take recourse to the PPRA.

## Applicable Laws

This Agreement shall, in all respects, be read and construed and shall operate in conformity with the PPRA Act 2012 and PPRA Rules 2014.

# BID FORM

**Tender No.09-234-2022 Date.21.06.2022**

To

The Store Officer

The University of Agriculture

Peshawar

Dear Sir,

 Having examined the bidding document, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* in conformity with the said bidding documents for the sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

We enclose herewith a sum of Rs.\_\_\_\_\_\_\_\_\_\_\_\_ vide Call Deposit Receipt (CDR) No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as bid security, the full value of which will absolutely be forfeited to the Vice Chancellor, The University of Agriculture Peshawar or his successor, in case we default on the supply tendered for and which shall otherwise along with the percentage deducted as specified above be retained by the University of Agriculture, Peshawar unless the tendering procedure has been finalized as per Conditions of the Contract under the rules.

 We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

 This Bidding Document, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2022.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [Signature] [In the capacity of]

**CHECKLIST**

Please enclose the following documents with your bid.

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Document Attached** | **Yes** | **No** |
|  | Original Bank Receipt of Tender Document Fee |  |  |
|  | Bid Security (2%) in form of CDR |  |  |
|  | Cover Letter |  |  |
|  | Bid Form duly filled, signed and sealed |  |  |
|  | Bid Schedule /Quotation |  |  |
|  | A copy of Income Tax Registration Certificate along with ATL List |  |  |
|  | A copy of Sale Tax Registration Certificate, KPPRA Revenue Authority Registration (if required) |  |  |
|  | Non-Blacklisted Certificate on Judicial Stamp Paper. |  |  |

**BID SCHEDULE/QUOTATION**

(To be filled in by the Bidder)

**Name of Bidder\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tender No. 09-234-2022**

1. Following are the details regarding request for quotation for the items required.
2. Matrix to be filled by the bidder as per the instructions laid down here.

**Specification of repair and maintenance items**

|  |  |  |
| --- | --- | --- |
| **S. No** | **Name of Equipments** | **Quantity** |
| 1. | Shaking Incubator | 01 |
| 2. | Table Top Centrifuge | 01 |
| 3. | Growth Chamber | 01 |
| 4. | Autoclave | 03 |
| 5. | -20 °C Freezer | 03 |

Signature……………………………………….

Name Bidder……………………………….

Postal Address:……………………………….